

# Working from Home Shortcut Method

## 2020 Individual Tax Return

Please e-mail, fax or post this form back to our office:

TO: HHH Partners

FAX: (07) 4983 9909

ATTENTION:

E-MAIL: processing@hhhpartners.com.au

Did you work from home during the period between 1<sup>st</sup> of March 2020 and 30<sup>th</sup> of June 2020? Yes/ No

What are the normal hours you work each day?

What date did you start working from home? .....

What date did you stop working from home? .....

Number of Days worked from Home between 1 <sup>st</sup> of March 2020 and 30 <sup>th</sup> of June 2020		
	Total Number of days worked from home between March and June	Possible days to have worked from home between March & June
Monday		18
Tuesday		18
Wednesday		17
Thursday		17
Friday		17
Saturday		17
Sunday		18
<b>Total Days</b>		<b>122</b>

How many days off work did you have during the time you worked from home?	
Annual Leave	
Personal/ Sick Leave	
Public Holidays	
Other Leave	
<b>Total Days</b>	

### Taxpayer Declaration

I, ....., Declare that the above information I have provided to true and correct and that I hold the necessary evidence to support my claims.

Signature .....

Name .....

Date .....

### Office Use

Claim Calculation: ..... X ..... X \$0.80/ Hours = ..... Total Claim