2017 PAYG VARIATION CLIENT CHECKLIST

In order for us to complete this variation on your behalf it is important that you fill out ALL sections in this checklist. If you have any questions, please contact grow@successaccountinggroup.com.au. Also, please not that a fee from $250 plus GST applies for each variation prepared including amendments to existing variations.

Personal Information:

Your Name: ____

Your Date of Birth: ________ /__________/____________

Your Tax File Number: ____

Your Occupation: ____

How frequently you are paid: ____

Weekly   Fortnightly   Monthly

Employment Information:

Employer's Name: ____

Employer's ABN: ____

Employer's Address for Payroll: ____

____

Payroll Officer's Direct Number: ____

Employee ID Number (if applicable): ____

Estimated gross wage for 2016/17: ____

Expected bonuses for 2016/17: ____

Car Allowance: ____

Other Taxable Allowances: ____

Description: ____

Deductions against your Car Allowance:

Vehicle Make and Model: ____

Log Book Use Percentage: ____

Lease/Hire Purchase Interest Paid: ____

Fuel Expenses: ____

Registration & Insurance: ____

Other (Please Specify): ____

Additional Information Required:

- Copy of Depreciation Schedule for all properties (if one has been done and not previously been provided)
- Copy of your very latest payslip that shows the YTD figures. We cannot prepare your variation without this!

Investment Property Details:

	PROPERTY 1	PROPERTY 2
Address of Property:		
The Name on the Titles:		
Ownership Percentage:		
The Date of Purchase:		
Year of Construction:		
Estimated Rental Income:		
Interest Payable:		
Expected Costs for		
Council Rates:		
Insurance:		
Property Agents Fee:		
Body Corporate Fee:		
Other (please specify)		

	PROPERTY 3	PROPERTY 4
Address of Property:		
The Name on the Titles:		
Ownership Percentage:		
The Date of Purchase:		
Year of Construction:		
Estimated Rental Income:		
Interest Payable:		
Expected Costs for		
Council Rates:		
Insurance:		
Property Agents Fee:		
Body Corporate Fee:		
Other (please specify)		

Note that we generally do not include any amounts for repairs and maintenance as these expenses are not compulsory and are speculative. In order to ensure you are able to receive future variations we need to be conservative in the figures used here as a resultant tax payable means the ATO can disallow future variations.