

Telephone call and rental expenses questionnaire

Taxpayer's name _____

Tax file number _____

Year ended _____

Employer _____

1. Nature of your business/occupation:

2. Why did your employment duties demand that you use your home phone?

3. Will your employer support the need for you to use your home phone?

YES/NO

If **no**, then why do you believe a claim can still be made?

4. How have you determined the business and private use of the phone over the year?

5. How have you determined your claim for the phone rental/lease costs?

6. Has the claim for rental/leasing taken into account both incoming and outgoing calls?

YES/NO

If **yes**, then provide details:

Taxpayer's telephone call and rental expenses declaration

- A. *I confirm that I wish to make the above claim on the basis that I have incurred the above telephone (call, rental and STD/or international calls) in deriving my assessable income and I have the necessary records to substantiate my claim;*
- B. *My tax agent has explained to me the law as it relates to claims for telephone expenses; and*
- C. *I understand that if I have any further queries it is my responsibility to raise them with my tax agent or request a Private Binding Ruling from the ATO.*

Signed.....

Dated.....