Vine Accounting

Tax Practitioners Board Registered
Tax agent 26076995

CPA

Vine Accounting Pty Ltd is a CPA Practice.

2026 EXPRESS GUIDE TO TAX RETURNS

This document provides an additional guide to completing your Tax Return via Vine Accounting's secure online portal Seemlss.

You can access the portal and begin your Tax Return online below:

Click for **EXISTING CLIENT** TAX RETURN

Scan for **EXISTING CLIENT** TAX RETURN

Click for **NEW CLIENT TAX RETURN**

SCAN FOR **NEW CLIENT** TAX RETURN

TAX RETURN PRICE GUIDE (Inc. GST)

Individual Tax Return	$200
Motor Vehicle Log Book	$150
Motor Vehicle KM Claim	$80
Rental Property (per property)	$150
Business Schedule	$150
Tax Planning Session (per hour)	$275

Note: Tax Returns submitted through Vine Accounting will NOT be lodged until the invoice has been paid.

Completing the Vine Accounting Tax Questionnaire will save time in preparing this year's tax return. We will review your questionnaire responses and then contact you to clarify any issues this raises.

If you would like to discuss any issues on taxation, you are welcome to make an appointment by phone 02 7208 8765 or email admin@vineaccounting.com.au

Before you start Your Tax Return, please note the following:

- Each year, the Tax Office focuses on work-related expense claims. It is still important that you keep accurate receipts and records to substantiate these claims.
- Valid tax invoices must be retained for claims made in your tax return for 5 years after lodgment. For amounts less than $10, receipts are not required up to a total of $200, but full details must be recorded.

This year, the ATO has specifically stated they will be focusing on the following priorities;

- Incorrectly claiming work-related expenses or AI advice
- Inflating claims for rental properties
- Failing to include all income when lodging
- Crypto currency
- Those working in the "Gig" economy - such as AirBnB and Uber /delivery drivers etc

If you have investments in shares or property, make sure that the interest you claim on any borrowed money is specifically for earning income and/or capital gain from your investments.

The ATO can audit any taxpayer's return. If your return is selected, you don't want to end up paying back tax, interest on unpaid tax, and possibly fines because you failed to properly account for any income or expenses in your income tax return.

DEDUCTIONS

MOTOR VEHICLE EXPENSES
Yes ☐ No ☐

Have you used your car for work related travel?

Type of car:

Rego:

Travel can be claimed for:

- Tax agent visit/ ongoing financial planning visits. Km
- Regional meetings, in-service seminars, conferences. Km
- School sports/camps. Km
- School excursions. Km
- Work experience. Km
- Travel between split campus. Km
- Travel to client premises. Km

TOTAL KM Km

NOTE: you cannot claim travel to and from work, or for trips to check propsective school camp sites.

TRAVEL (OVERSEAS &/OR INTERSTATE)

Have you undertaken any work-related travel overseas or interstate? Yes ☐ No ☐

If yes, please attach a summary of details.

CLOTHING (PROTECTIVE &/OR UNIFORM)

Have you purchased protective clothing or uniforms for work? Yes ☐ No ☐

Note: Sports clothing is not allowed.
Please provide full details of uniforms required to be worn.

- Protective footwear. $
- Laundry & cleaning of protective clothing or uniforms $
- Sunscreen/Sun hats/ sun glasses $

SELF EDUCATION
Yes ☐ No ☐

Have you carried out study related to current work at a recognised educational institution?

Note: HECS - HELP payments are not an allowable deduction. If yes, please attach a summary of details.

OTHER DEDUCTIONS
Yes ☐ No ☐

If there is anything else you can claim, please attach an itemised list and amount.

CHARITIES
Yes ☐ No ☐

Have you made donations to registered charities or school building funds, or participated in a workplace giving program? If yes, include total amount or attach an itemised list. $

FINANCIAL PLANNING
Yes ☐ No ☐

Professional fee for ongoing financial service?

Name of Adviser:

Fees and any other relevant expenses: $

OTHER WORK RELACTED DEDUCTIONS

If yes, please attach a list and amount. Yes ☐ No ☐

Expenses can be claimed for:

- Additions to professional library. $
- Excursion costs - accompanying students. $
- Stationary, craft items, teaching aids. $
- Tools & equipment (under $300 per item) $
- Professional journals/ magazines $
- Seminars conferences & short courses $
- Professional Associations $
- Teachers Federation $
- Union fees $
- Computer consumables $

TELEPHONE
Yes ☐ No ☐

Telephone (Landline)

Avg # of calls x #of weeks (25c) =$

Telephone (mobile)

Avg cost per month		no of months		% (work usage)		Total
	x		x		=$	

Internet Service Provider Fees

Avg cost per month		no of months		% (work usage)		Total
	x		x		=$	

HOME OFFICE EXPENSES
Yes ☐ No ☐

The Commissioner requires a 'bill' in the name of the tax payer to prove home a office expenses have been incurred.
(This alternate method includes mobile and Internet costs)

Total number of hours @70c = $

TAX AGENT
Yes ☐ No ☐

If we did not prepare your tax return last year, please let us know how much you paid for the service. $

INCOME PROTECTION
Yes ☐ No ☐

Did you pay for Income Protection Insurance (outside of your superfund) during the year? If yes, how much? $