

# BAS

## EXPENSE PAYMENT BENEFIT DECLARATION

USE THIS FORM TO CLAIM GST ON ANY EXPENSE THAT WAS NOT PAID BY THE BUSINESS CHEQUE ACCOUNT AND YOU HAVE NOT INCLUDED THE AMOUNT ON THE CREDIT CARD SUMMARY OR THE PETTY CASH SUMMARY

This form would typically be used for expenses paid from your personal account

### EXPENSE PAYMENT BENEFIT DECLARATION

DATE	DESCRIPTION	PAID WITH A GST CHARGE	GST AMOUNT	PAID WITHOUT A GST CHARGE	ACCOUNT CODE	GST CODE
<b>TOTAL \$</b>						

I declare

that the above expenses paid by me were incurred by me during the period \_\_\_\_/\_\_\_\_/200\_ to \_\_\_\_/\_\_\_\_/200\_ and the percentage of those expenses incurred in earning assessable income was 100%.

that the expenses incurred relate directly to my activity as an employee/director/partner of

\_\_\_\_\_.

that I have the receipts and other records necessary to support my claim for deductions and rebates

that I have the necessary tax invoices to support my claim for a GST credit

Processed by
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Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_