

# Income Tax Questionnaire

Please complete the relevant information that will assist in the completion of your return. It is your responsibility to ensure all claims can be substantiated in line with the relevant substantiation requirements available at [www.ato.gov.au](#) which can also be provided via email request.

Have any of your details changed since completing the prior year return:	
Postal Address:	
Residential Address:	
Mobile Phone:	Email:
Preferred Contact Method:	
Spouse taxable income if not being prepared through us:	
Number of dependants:	Amount of Child Support Paid during 2019/20:

**Services engaged (Please tick):**

<input type="checkbox"/> Accounting	<input type="checkbox"/> Tax Preparation	<input type="checkbox"/> BAS/IAS Preparation	<input type="checkbox"/> ASIC Company Secretarial
<input type="checkbox"/> Entity Setup	<input type="checkbox"/> Quickbooks Management	<input type="checkbox"/> Bookkeeping	<input type="checkbox"/> Tax Agent Services

OFFICE USE ONLY:			
Photo ID sighted:	<input type="checkbox"/> Driver's Licence	<input type="checkbox"/> 18+ Card	<input type="checkbox"/> Student ID
Tasks Completed:	<input type="checkbox"/> Setup in PM	<input type="checkbox"/> Added to TAP/ASIC	<input type="checkbox"/> Prefills Saved