



Concepts & Results Group

Deductions for Business Professionals

Work Related Motor Vehicle Deductions

You can claim the cost of using your car to travel between your home and work if all of the following apply:

- you have to carry bulky tools and equipment you need to use at work,
- it is essential to transport the equipment to and from work and it is not done as a matter of convenience or personal choice,
- there is no secure storage area at your workplace.

You can claim a deduction for the cost of using your car for work related travel if:

- you attend meetings
- you are attend seminars and training courses

See General Deductions for further information.

Work-related travel expenses you can claim

A deduction is allowable for parking fees and tolls (but not fines) if the expenses are incurred while doing work related travel

Work-related overnight travel expenses

You may be able to claim travel expenses you incurred for meals, accommodation and incidentals while away overnight for work:

- your employer requires you to travel to a worksite for a short period to perform work, and
- you are required to sleep away from home for one or more nights while you are doing that work.

Conference and Seminars

Costs to attend conferences and seminars that relate to your income-producing activities will be deductible.

See General Deductions for further information.

Home office expenses

You can claim home office expenses if you are required to complete work related activities from home.

See General Deductions for further information.

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Tools and Equipment - Decline in value

You can claim a deduction for the cost of purchasing tools or equipment (if \$300 or less), which you use for your work. If they cost more than \$300, you must depreciate the asset using the decline in value rules.

This includes equipment such as:

- Desktop or laptop computers
- Printers, scanners and other accessories
- Computer software
- Professional library
- Briefcases
- Answering machines, mobile phones, pagers and other telecommunication equipment
- Calculators and electronic organisers

Work-related self-education expenses

You can claim a deduction for self-education expenses that have a sufficient connection to your current work activities for example completing:

- Bachelor's degree relating to occupation
- Professional certification

See General Deductions for further information and examples of self-education expenses.

General deductions that you can claim

- Union and professional fees
- First Aid courses if you are a designated first aid person and are required to undertake this course.
- Insurance on work related tools and equipment.
- Interest on money borrowed to purchase work related equipment
- Internet (can claim percentage that is work related)
- Repairs to tools, equipment and computers
- Stationery used for work related activities
- Technical or professional publications that are work related
- Mobile telephone (can claim percentage that is work related)
- Income protection insurance

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