



## Concepts & Results Group Deductions for Travel Agents

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### Travel Expenses

Expenses that can be claimed by travel agents include:

- Seminars, conferences, training courses and other costs associated with attending these events
- Industry promotions
- Education, familiarisation and other similar travel

### Work related clothing expenses

You can claim a deduction for the following expenses:

- Compulsory uniforms
- Single items of clothing with employer logo on it.
- Non-compulsory uniform that has been registered with AusIndustry
- Laundry for the above work related uniforms.

### 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:

- Certificate III – Travel and Tourism
- Certificate IV – Travel and Tourism
- Diploma of Travel and Tourism

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

### General deductions that you can claim

- Union and professional fees e.g. Australian Services union (ASU).
- Tools and equipment that are work specific (if less than \$300 an immediate deduction is allowable. If more than \$300, the item must be depreciated).
  - Answering machines and telecommunication equipment
  - Briefcase
  - Calculators and electronic organisers
  - Computers and accessories
  - Professional library
- Insurance on work related tools and equipment.
- Interest on money borrowed to purchase work related equipment
- First Aid courses if you are a designated first aid person and are required to undertake this course.
- 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

ABN 70 006 626 231

612 Warrigal Road, Malvern East VIC 3145

Telephone: (03) 9569 5676

Email: [concepts@cr.com.au](mailto:concepts@cr.com.au) Web: [www.cr.com.au](http://www.cr.com.au)

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