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| Tax deductible? |
| **Admission fees:** For lawyers and other professionals. Disallowed as capital cost. | **No** |
| **Airport lounge membership:** Deductions to the extent used for work-related purposes. | **Yes** |
| **Annual practising certificate:** Applies to professional persons and other contractors who must pay an annual fee to practice in their chosen field. | **Yes** |
| **Bank charges:** Deductions are allowed if account earns interest. Not private transaction fees. | **Yes** |
| **Briefcase:** If used for work and/or business purposes the cost is fully deductible if $300 or less. If more than $300, it must be depreciated. | **Yes** |
| **Calculators and electronic organisers:** If used for work and/or business purposes the cost is fully deductible if $300 or less. If more than $300, it must be depreciated. | **Yes** |
| **Car:** See *Travel*. |   |
| **Child care fees** | **No** |
| **Cleaning:** Of protective clothing and uniforms. | **Yes** |
| **Clothing, uniforms and footwear**  | **Yes** |
| **Compulsory uniform:** Uniform must be unique and particular to an organisation (eg corporate uniform).  |
| **Non-compulsory uniform:** If on a register |
| **Occupational specific:** The clothing identifies a particular trade, vocation or profession (eg chefs and nurses).  |
| **Protective:** Must be used to protect the person or their conventional clothing. |
| May include sunscreen. |
| **Club membership fees** | **No** |
| **Coaching classes:** Allowed to performing artists to maintain existing skills or obtain related skills. | **Yes** |
| **Computers and software:** Software is deductible if it costs less than $300, otherwise deductible over 2.5 years. Except in-house developed software which is over five years (four years before 1 July 2015) | **Yes** |
| **Conferences, seminars and training courses:** Allowed if designed to maintain or increase employee’s knowledge, skills or ability. | **Yes** |
| **Conventional clothing** | **No** |
| **Depreciation:** Tools, equipment, and plant used for work purposes for each item costing more than $300. Items costing $300 or less are deductible outright in the year of acquisition. | **Yes** |
| **Driver’s licence:** Cost of acquiring and renewing. | **No** |
| **Dry cleaning:** Allowed if the cost of the clothing is also deductible. | **Yes** |
| **Election expenses of candidates:** No limit for Federal, State and Territory.  | **Yes** |
| Limit of $1,000 for local government. |
| **Employment agreements:** Existing employer (see TR 2000/5).  | **Yes** |
| Not available for new business/employer. |
| **Fines:** Imposed by court, or under law of Commonwealth, State, Territory or foreign country (s26-5). | **No** |
| **First Aid course:** Provided it is directly related to employment or business activities. | **Yes** |
| **Gaming licence:** Hospitality and gaming industry. | **Yes** |
| **Gifts of $2 or more**: If made to approved “deductible gift recipient” body or fund. | **Yes** |
| See ato.gov.au for a full list. Gifts to clients are deductible if employees can demonstrate a direct connection with earning assessable income.  |
| **Glasses and contact lenses (prescribed):** These would qualify as medical expenses. Deductible if “protective clothing”. | **No** |
| **Glasses and goggles:** Protective only. | **Yes** |
| **Grooming** | **No** |
| **HELP/HECS repayments** | **No** |
| **Home office expenses:** Utility expenses (for example, heat, light, power and depreciation on depreciating assets). |  |
| **Occupancy expenses:** For example, rent, insurance, rates and land tax. | **Yes** |
| Deductible only to the extent that home or study is used for income-producing purposes. |   |
| **Income continuance insurance:** Allowed only if the proceeds are assessable. | **Yes** |
| **Insurance – sickness or accident:** When benefits would be assessable income. | **Yes** |
| **Interest:** Allowed if money borrowed for work-related purposes or to finance income earning assets. Interest paid on underpayment of tax (eg general interest charge) is deductible. | **Yes** |
| Fines and administrative penalties are not deductible. Interest on capital protected loans deductible except for non-deductible capital protection component.  |
| **Internet and computer equipment**: Expenses allowed to the extent incurred in deriving individual’s work-related income, carrying on a business or earning investment income (eg share investing).  | **Yes** |
| **Laundry and maintenance:** Allowed if the cost of clothing is allowable (see Work related clothing). Reasonable claims of laundry expenses up to $150 do not need to be substantiated. | **Yes** |
| **Legal expenses:** Renewal of existing employment contract. | **Yes** |
| **Meals**  |  |
| Eaten during normal working day. | **No** |
| Meals acquired when travelling overnight for work-related purpose. | **Yes** |
| Meals when travelling (not overnight). | **No** |
| Overtime meals: If allowance received under award. | **Yes** |
| **Medical examination:** Only if from the referral of a work-related business licence. | **Yes** |
| **Motor vehicle expenses:** See *Travel expenses*. |   |
| **Newspapers:** Claims may be allowed in limited cases if the publication is directly related to income-producing activities.  | **No** |
| **Overtime meal expenses:** Only if award overtime meal allowance received. | **Yes** |
| **Parking fees and tolls:** Includes bridge and road tolls (but not fines) paid while travelling for work-related purposes. | **Yes** |
| **Photographs** (performing arts – with income producing purpose)  |  |
| Cost of maintaining portfolio. | **Yes** |
| Cost of preparing portfolio. | **No** |
| **Practising certificate:** Applies to professional employees. | **Yes** |
| **Prepaid expenditure for tax shelter arrangements:** They must be spread over the period in which the services are provided. | **Yes** |
| **Prepaid expenses:** Non-business individuals and SBE taxpayers claim is fully deductible if services are to be performed in period not exceeding 12 months. | **Yes** |
| All other taxpayers must apportion claim over the period of service. |
| **Professional association and membership fees:** Maximum of $42 if no longer gaining assessable income from that profession. Up front joining fees are generally capital in nature so would not be deductible under s8-1. Annual deductions may also be available in the same year under s8-1 where the criteria are satisfied – s25-55. | **Yes** |
| **Professional library (books, CDs, videos etc)** Established library (depreciation allowed) | **Yes** |
| New books: Full claim if cost $300 or less (includes a set if total cost is $300 or less). | **Yes** |
| New books: Depreciation if cost over $300 (includes a set if total cost is more than $300). | **Yes** |
| **Protective equipment:** Includes harnesses, goggles, safety glasses, breathing masks, helmets, boots. Claims for sunscreens, sunglasses and wet weather gear allowed if used to provide protection from natural environment. | **Yes** |
| **Removal and relocation costs** If paid by the employer, may be exempt from FBT, but deductible. | **No** |
| **Repairs** (income producing property/or work-related equipment). | **Yes** |
| **Self-education costs:** Claims for fees, books, travel (see below) and equipment etc allowed if there is a direct connection between the course and the person’s income earning activities.  | **Yes** |
| No claim for the first $250 if course is undertaken at school or other educational institution and the course confers a qualification. However, that first $250 can be offset against private expenses, eg travel, child minding fees, etc.  |
| **Seminars** Including conference and training courses if sufficiently connected to work activities. | **Yes** |
| **Social functions** | **No** |
| **Stationery** (diaries, log books etc.) | **Yes** |
| **Subscriptions**  |  |
| Publications If a direct connection between publication and income earned by taxpayer.  | **Yes** |
| Sports club**s.** | **No** |
| **Sun protection** Claims for sunglasses, hats and sunscreen allowed for taxpayers who work outside. | **Yes** |
| **Superannuation contributions:** Claims allowed in respect of employees. Substantially self-employed persons if their assessable income, reportable fringe benefits plus reportable employer superannuation contributions is less than 10% of their total assessable income from all sources, reportable fringe benefits plus reportable employer superannuation contributions total.  | **Yes** |
|  |
| No deduction is available for interest on borrowed monies used to finance deductible personal superannuation contributions. |
| **Supreme Court library fees** Applies to barristers and solicitors if paid on annual basis. | **Yes** |
| **Tax agent fees** (deduction can be claimed in the income year the expense is incurred). | **Yes** |
| Travel and accommodation expenses if for travel to a tax agent or other recognised tax adviser to obtain tax advice, have returns prepared, be present at audit or object against an assessment. |
| Cost of other incidentals if incurred in having tax return prepared, lodging an objection or appeal or defending an audit. |
| **Technical and professional publications** | **Yes** |
| **Telephones and other telecommunications equipment** (including mobiles, pagers and beepers.) Cost of telephone calls (related to work purposes). | **Yes** |
| Installation or connection. | **No** |
| Rental charges (if “on call” or required to use on regular basis). | **Yes** |
| Silent telephone number. | **No** |
| **Tools** (work related only) If cost is $300 or less. | **Yes** |
| If cost more than $300, the amount would be depreciable, and the amount deductible equals to the decline in value). | **Yes** |
| **Trauma insurance** If benefits capital in nature. | **No** |
| **Travel expenses** Including public transport, motor vehicles and motor cycles, fares, accommodation, meals and incidentals.  |  |
| Travel between home and work. | **No** |
| Where employee has no usual place of employment (eg travelling salesperson). | **Yes** |
| If “on call”. | **No** |
| If actually working before leaving home (eg doctor giving instructions over phone from home. Note that this applies in limited circumstances only). | **Yes** |
| Must transport bulky equipment (eg builder with bulky tools). | **Yes** |
| Travel from home (which is a place of business) to usual place of employment. | **No** |
| Travel from home to alternate work place (for work-related purposes) and return to normal work place (or directly home). | **Yes** |
| Travel between normal workplace and alternate place of employment (or place of business) and return (or directly home). | **Yes** |
| Travel between two workplaces | **Yes** |
| **Travel in course of employment:** Note substantiation rules.  | **Yes** |
| **Travel accompanied by relative** (may be allowed if relative is also performing work-related duties). | **No** |
| **Union and professional association fees** | **Yes** |
| **Vaccinations** | **No** |
| **Union levees** | **No** |
| **Watch:** Unless job specific such as a nurse’s job watch. | **No** |