

2021 TAX RETURN SUBSTANTIATION DECLARATION

Tax returns are assessed on a Self-Assessment basis. This means that the ATO may not check whether the information you have submitted is correct. We will make every endeavour to ensure that your return is prepared accurately and correctly, however we rely on you to ensure that all relevant information is disclosed to us.

I, Lenie Musa, confirm that:

I have reviewed every page of the accompanying copy of the income tax return to which the attached Electronic Lodgment Declaration refers and confirm that all items are correct and that there are no omissions or misstatements.

Income:

If I am an Australian tax resident, you have advised me that I must declare income from all sources, in and out of Australia, including net capital gains received, for the year of income in my tax return.

Expenses:

You have advised me that to claim a work-related or other expense deduction I must demonstrate that I have incurred the expense for income producing purposes. In addition, you have advised me of the substantiation legislation that I must satisfy in relation to all deductible expenses, including car, travel, business, education and work-related expenses. You have informed me that I must OBTAIN ORIGINAL RECEIPTS and keep them for a minimum of five years from the date my return is lodged.

The receipts must contain the following details:

- name of supplier and amount of expense;
- nature of goods/services and date of the expenses (details I am able to personally record where not adequately noted by supplier);
- date of the document.

Apportionment:

Where items are used for both business/work-related and private purposes e.g. car, telephone, computer etc. I advise I have kept appropriate apportionment records to verify my business usage claim and that my employer will verify that it was necessary to incur such expenditure in earning my income. Further, I have instructed you to prepare the return based on my specific instructions on the understanding I will be able to produce such information to the satisfaction of the ATO in an audit situation.

Audits:

I further confirm that:

- I am aware that the procedures to follow if a document is lost or destroyed is to obtain a copy from the supplier;
- I may be required to substantiate or verify any income or expense item declared or claimed in my tax return in the event of an ATO audit;

I declare that:

- I have read and understood the tax return that has been prepared for me;
- I have disclosed and you have returned all my assessable income for the current income tax year;
- I have all receipts or documentation necessary to substantiate my work-related and other claims, and I will make them available if required by the Tax Office;
- All income declared, claims for deductions and tax offsets/rebates included in my return are based upon my specific instructions;
- You have explained what written income and expense evidence will typically be required during an audit and that penalties, interest and possible legal action may be applied if incorrect income or claims are identified by an audit.

Terms and Conditions:

- I acknowledge that an invoice will be issued for your services and I agree to pay this invoice in full.
- I acknowledge that further action may be taken to secure payment of overdue/outstanding accounts.

Signature	Date

Individual Tax Return

2021

1 Jul 2020—30 Jun 2021

TFN Recorded

PART A ELECTRONIC LODGMENT DECLARATION (FORM I)

This declaration is to be completed where a taxpayer elects to use the Electronic Lodgment Service. It is the responsibility of the taxpayer to retain this declaration for a period of five years after the declaration is made, penalties may apply for failure to do so.

Privacy

The ATO is authorised by the *Taxation Administration Act 1953* to request your tax file number (TFN). We will use your TFN to identify you in our records. It is not an offence not to provide your TFN. However, you cannot lodge your income tax form electronically if you do not quote your TFN.

Taxation law authorises the ATO to collect information and to disclose it to other government agencies. For information about your privacy go to ato.gov.au/privacy

Electronic Funds Transfer — Direct Debit

Where you have requested an EFT direct debit some of your details will be provided to your financial institution and the Tax Office's sponsor bank to facilitate the payment of your taxation liability from your nominated account.

Tax File Number

TFN Recorded

Name

Musa, Lenie

Year

2021

Declaration — I declare that:

- the information provided to my registered tax agent for the preparation of this tax return, including any applicable schedules is true and correct, and
- the agent is authorised to lodge this tax return.

Important

The tax law imposes heavy penalties for giving false or misleading information.

Signature	Date

PART D TAX AGENTS CERTIFICATE (SHARED FACILITIES USERS ONLY)**Client Ref****Agent Ref No.**

78600007

Contact Name

Daniel Shalala

Contact No.

0404025028

Declaration — I declare that:

- I have prepared this tax return in accordance with the information supplied by the taxpayer
- I have received a declaration made by the taxpayer that the information provided to me for the preparation of this document is true and correct, and
- I am authorised by the taxpayer to lodge this tax return and any applicable schedules that are attached.

Agent's Signature	Date

Individual Tax Return

2021

1 Jul 2020—30 Jun 2021

TFN Recorded

PART B ELECTRONIC FUNDS TRANSFER CONSENT

This declaration is to be completed when an electronic funds transfer (EFT) of a refund is requested and the tax return is being lodged through the electronic lodgment service (ELS).

This declaration must be signed by the taxpayer prior to the EFT details being transmitted to the Tax Office. If you elect for an EFT, all details below must be completed.

Important

Care should be taken when completing EFT details as the payment of any refund, including any family tax benefit, will be made to the account specified.

Agent Ref No.

78600007

Account Name

G & J Musa

Authorisation

I authorise the refund to be deposited directly to the account specified.

Signature	Date

Individual Tax Return

2021

1 Jul 2020—30 Jun 2021

TFN Recorded

Total income	\$100,687.00	
Less total deductions and applied losses (L1)	\$6,386.00	
Taxable income		\$94,301.00
Tax on taxable income		\$21,114.82
Less non-refundable tax offsets used	\$950.97	
Assessed tax payable		\$20,163.85
Plus Other Liabilities		
Medicare levy	\$1,886.02	
Total other liabilities		\$1,886.02
Assessed tax payable (includes other liabilities)		\$22,049.87
Less PAYG credits and other entitlements		
Tax withheld	\$24,952.00	
Total PAYG credits and other entitlements		\$24,952.00
Amount refundable		\$2,902.13

Disclaimer

This estimate is only a guide and should not be taken as taxation, financial or investment advice. Our calculation is based on the information you have supplied and current legislation, proposals and information provided by the Australian Tax Office.

There are numerous factors that may affect the accuracy of this assessment including but not limited to:

- changes in tax legislation and Australian Tax Office practices and rulings;
- any prior year tax assessments that may be applicable; and
- adjustments relating to other Government Departments eg the Department of Human Services.

Do not rely on this estimate to make any decisions until you have received a notice of assessment from the ATO and/or obtained professional advice.

Individual Tax Return

2021

1 Jul 2020—30 Jun 2021

TFN Recorded

YOUR NAME

Title	Given Name	Family Name	Other Name
MRS	Lenie	Musa	Joy

Suffix	Date of Birth
	19/03/1977

Are you an Australian Resident?	Australian residency start date	Australian residency end date
Yes		

Has part of your name changed since completing your last tax return?

No

YOUR POSTAL ADDRESS

26 Carroll Cres
PLUMPTON

State	Postcode
NSW	2761

Country — if not Australia

YOUR HOME ADDRESS

26 Carroll Cres
PLUMPTON

State	Postcode
NSW	2761

Country — if not Australia

Has your postal address changed since completing your last tax return?

YOUR CONTACT DETAILS

Mobile number	Day time contact number	Email address
	04 04025028	

YOUR BANKING INFORMATION (EFT DETAILS)

Deduct fee from refund

No

BSB Number	Account Number	Account Name	Financial Institution Name
062799	11902399	G & J Musa	

CONTACT NAME

Full Name

Daniel Shalala

TAX AGENT CONTACT DETAILS

Tax Contact	Agent Ref Number	Contact Number
Daniel Shalala	78600007	0404025028

Income

1 SALARY OR WAGES

Your main salary and wage occupation School teacher - other school

Occupation Code X 241999

Payer's ABN	Name	Tax withheld	Income
12 000 637 267	AUTISM SPECTRUM AUSTRALIA (ASPECT)	\$24,952.00 C	\$98,663.00

WORKSHEET

ABN	Tax Withheld	Gross	Type
12000637267	\$24,952.00	\$98,663.00	S

TOTAL TAX WITHHELD	\$24,952.00
TOTAL SUPPLEMENT INCOME	\$2,024.00
TOTAL INCOME	\$100,687.00

Deductions

D1 WORK-RELATED CAR EXPENSES A \$3,421.00

WORKSHEET

Description	Amount	Method
	\$3,421.00	B
Total	\$3,421.00	

D3 WORK-RELATED CLOTHING, LAUNDRY AND DRY CLEANING EXPENSES C \$100.00

WORKSHEET

Description	Code	Amount
Uniform	Non-compulsory work uniform	\$100.00
Total		\$100.00

D5 OTHER WORK-RELATED EXPENSES**E**

\$2,865.00

Other expenses

\$1,690.00

WORKSHEET

Description	Expense	Percentage	Claim Amount
Internet @ 60%	\$1,690.00	100%	\$1,690.00
Total	\$1,690.00		\$1,690.00

Payment Summary Worksheet Other work-related expenses

D5

\$777.00

WORKSHEET

Description	ABN	Claim Amount
AUTISM SPECTRUM AUSTRALIA (ASPECT)	12000637267	\$777.00
Total		\$777.00

Depreciable expenses

\$398.00

WORKSHEET

Description	Amount	Expense Code
Laptop Macbook	\$336.00	A
Ipad	\$8.00	A
Furniture and fittings	\$54.00	A
Total	\$398.00	

D9 GIFTS OR DONATIONS**J**

\$0.00

Gifts or donations

WORKSHEET

Description	Amount
Total	\$0.00

D10 COST OF MANAGING TAX AFFAIRS**M**

\$0.00

Other expenses incurred in managing your tax affairs

WORKSHEET

Description	Amount
Accounting Fees	\$0.00
Total	\$0.00

TOTAL SUPPLEMENT DEDUCTIONS

Items D11 to D15

\$0.00

TOTAL DEDUCTIONS

\$6,386.00

SUBTOTAL

TOTAL INCOME less TOTAL DEDUCTIONS

\$94,301.00

Taxable income

\$94,301.00

Income tests

IT1	TOTAL REPORTABLE FRINGE BENEFITS		
Employers exempt from FBT under section 57A of the FBTA 1986	N		\$34,999.00
Employers not exempt from FBT under section 57A of the FBTA 1986	W		\$0.00

WORKSHEET

ABN	Gross
12000637267	\$34,999.00

IT2	REPORTABLE EMPLOYER SUPERANNUATION	T	\$0.00
IT3	TAX-FREE GOVERNMENT PENSIONS	U	\$0.00
IT4	TARGET FOREIGN INCOME	V	\$0.00
IT5	NET FINANCIAL INVESTMENT LOSS	X	\$0.00
IT6	NET RENTAL PROPERTY LOSS	Y	\$0.00
IT7	CHILD SUPPORT YOU PAID	Z	\$0.00
IT8	NUMBER OF DEPENDENT CHILDREN	D	3

Medicare levy related items

M1	MEDICARE LEVY REDUCTION OR EXEMPTION	M2	MEDICARE LEVY SURCHARGE
Reduction based on family income		For the whole period 1 July 2020 to 30 June 2021, were you and all your dependents including your spouse—if you had any—covered by private patient HOSPITAL cover?	
Number of dependent children and students	Y 3		E Yes
Exemption categories			
Full 2.0% levy exemption – number of days	V	Number of days NOT liable for surcharge	A 365
Half 2.0% levy exemption – number of days	W		

Private health insurance policy details

PROVIDER INFORMATION 1

Health insurer ID	B	NIB	Membership number	C	46712598
Your rebatable component	J	\$648.00	Your Australian Government rebate received	K	\$159.00
Benefit code	L	31	Tax claim code		C

PROVIDER INFORMATION 2

Health insurer ID	B	NIB	Membership number	C	46712598
Your rebatable component	J	\$1,833.00	Your Australian Government rebate received	K	\$459.00
Benefit code	L	30	Tax claim code		C

Spouse details – married or de facto

YOUR SPOUSE'S NAME

First given name	Gerard
Other given names	Joseph
Surname or family name	Musa
Date of birth	K 11 Feb 1981
Your spouse's gender	Male
Your spouse has residency	

PERIOD YOU HAD A SPOUSE – MARRIED OR DE FACTO

Did you have a spouse for the full year	L Yes
Did your spouse die during the year?	

THIS INFORMATION RELATES TO YOUR SPOUSE'S INCOME

Your spouse's taxable income (excluding FHSS released amounts)	O \$38,668.00
Your spouse's taxable income	\$38,668.00
Your spouse's assessable FHSS released amounts	
Your spouse's section 98 trust income – not included in spouse's taxable income	T
Distributions to your spouse on which family trust distribution tax has been paid	U
Your spouse's total reportable fringe benefits amount	
Employers exempt from FBT under section 57A of the FBTA 1986	R
Employers not exempt from FBT under section 57A of the FBTA 1986	S
Amount of any Australian Government pensions and allowances received by your spouse in the year of the return	P
Amount of any exempt pension income received by your spouse in the year of the return	Q
Spouse reportable superannuation contributions	A
Spouse reportable employer superannuation contributions	
Spouse deductible personal superannuation contributions	
Your spouse's tax-free government pensions	B
Your spouse's target foreign income	C
Your spouse's foreign income	
Your spouse's exempt foreign employment income	
Your spouse's net investment loss	D
Your spouse's net financial investment loss	
Your spouse's net rental property loss	
Child support your spouse paid	E
Your spouse's taxed element of a SLS zero tax rate	F

Your spouse's total ATI amount	\$38,668.00
Your spouse's rebate income	\$38,668.00
Your spouse's assessable income	

18 CAPITAL GAINS

Did you have a capital gains tax event during the year? **G** No

Losses carried forward

Net capital losses from collectables	\$0.00
Other net capital losses	\$0.00

19 FOREIGN ENTITIES

Did you have either a direct or indirect interest in a controlled foreign company CFC? **I** No

Have you ever, either directly or indirectly, caused the transfer of property—including money—or services to a non-resident trust estate? **W** No

20 FOREIGN SOURCE INCOME AND FOREIGN ASSETS OR PROPERTY

Exempt foreign employment income	N	\$0.00
During the year did you own, or have an interest in, assets located outside Australia which had a total value of AUD\$50,000 or more?	P	No

21 RENT

Gross rent	P	\$32,428.00	
Interest deductions	Q	\$16,655.00	
Capital works deductions	F	\$4,994.00	
Other rental deductions	U	\$8,755.00	
Net rent	P less (Q + F + U)		\$2,024.00

WORKSHEET

Address	Gross rent	Interest	Capital works	Other Deductions	Net rent
8 Kentwell Crescent	\$15,878.00	\$8,545.00	\$2,195.50	\$4,698.50	\$439.00
22 Lidell Street	\$16,550.00	\$8,110.00	\$2,798.50	\$4,056.50	\$1,585.00

TOTAL SUPPLEMENT INCOME	Items 13 to 24	\$2,024.00
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Deductions

D15 OTHER DEDUCTIONS

Other deductions **J** \$0.00

TOTAL SUPPLEMENT DEDUCTIONS	Items D11 to D15	\$0.00
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Tax offsets

TOTAL SUPPLEMENT TAX OFFSETS	Items T3, T4, T6, T7, T8 and T9
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Rental schedule — Stanhope

Address	Town/City	State	Postcode
8 Kentwell Crescent	STANHOPE GARDENS	NSW	2768
Name of property			Stanhope
Date property first earned rental income			01/02/2018
Number of weeks property was rented this year			52
The number of weeks the property was available for rent this year			52
Entity's % ownership			50
Has the loan for the property been renegotiated this year?			No

Acquisitions and Disposal	Date	Amount
Acquisition		
Disposal		
Capital gain/loss on sale of this property		
Value of capital allowances (depreciation on plant) recouped on the sale of the property		
Value of capital works deductions (special building write-off) recouped on the sale of the property		

Owners

Name	TFN	Percentage
Musa, Lenie	TFN Recorded	50%
Musa, Gerard	TFN Recorded	50%
		100%

Income / Expenses

Income		Gross	My share
Rental income	A	\$31,756.00	\$15,878.00
Gross rent	C	\$31,756.00	\$15,878.00
Expenses			
Body corporate fees	E	\$2,196.00	\$1,098.00
Council rates	H	\$1,593.00	\$796.50
Insurance	K	\$707.00	\$353.50
Interest	L	\$17,090.00	\$8,545.00
Agents fees	P	\$1,200.00	\$600.00
Repairs	Q	\$1,334.00	\$667.00
Capital works deductions	R	\$4,391.00	\$2,195.50
Water	U	\$1,201.00	\$600.50
Sundry	V	\$1,166.00	\$583.00

Total expenses	<div>W</div>	\$30,878.00	\$15,439.00
Total net rent	<div>X</div>	\$878.00	\$439.00

Rental schedule — Oakhurst

Address	Town/City	State	Postcode
22 Lidell Street	OAKHURST	NSW	2761
Name of property			Oakhurst
Date property first earned rental income			19/12/2014
Number of weeks property was rented this year			52
The number of weeks the property was available for rent this year			52
Entity's % ownership			50
Has the loan for the property been renegotiated this year?			No

Acquisitions and Disposal	Date	Amount
Acquisition		
Disposal		
Capital gain/loss on sale of this property		
Value of capital allowances (depreciation on plant) recouped on the sale of the property		
Value of capital works deductions (special building write-off) recouped on the sale of the property		

Owners

Name	TFN	Percentage
Musa, Lenie	TFN Recorded	50%
Musa, Gerard	TFN Recorded	50%
		100%

Income / Expenses

Income		Gross	My share
Rental income	A	\$33,100.00	\$16,550.00
Gross rent	C	\$33,100.00	\$16,550.00
Expenses			
Body corporate fees	E	\$453.00	\$226.50
Council rates	H	\$1,400.00	\$700.00
Capital allowance assets	I	\$1,172.00	\$586.00
Insurance	K	\$581.00	\$290.50
Interest	L	\$16,220.00	\$8,110.00
Repairs	Q	\$2,165.00	\$1,082.50
Capital works deductions	R	\$5,597.00	\$2,798.50
Water	U	\$1,201.00	\$600.50
Sundry	V	\$1,141.00	\$570.50

Total expenses	<div>W</div>	\$29,930.00	\$14,965.00
Total net rent	<div>X</div>	\$3,170.00	\$1,585.00

Motor vehicle expenses —

VEHICLE DETAILS

Vehicle make and model	
Registration	
Purchase date	
Purchase price	
Apply cost limit	Car limit
Cost limit	\$59,136.00
Rate (cents per kilometre)	\$0.72
Period from	1 Jul 2020
Period to	30 Jun 2021
Percentage of business use	100%
Number of kilometres	
Type of kilometres	Total
Business kilometres	0

MOTOR VEHICLE EXPENSES

Insurance	\$3,421.00
Total	\$3,421.00

CALCULATION METHODS

Method 1 – Cents per kilometre	
Method 2 – Logbook	\$3,421.00
Total motor vehicle expenses	\$3,421.00
Calculation method	Logbook

Payment summary worksheet

PAYMENT SUMMARY WORKSHEET - AUSTRALIAN

Payer's name	AUTISM SPECTRUM AUSTRALIA (ASPECT)			
Single Touch Payroll finalised	Yes			
ABN	12000637267			
		Tax Withheld	Gross	Type
Salary and wages	Item 1	\$24,952.00	\$98,663.00	S
Reportable fringe benefits	IT1		\$34,999.00	
Other work-related expenses	D5		\$777.00	

Rental schedule worksheets — 8 Kentwell Crescent, STANHOPE GARDENS...

☐ INTEREST

Description	Amount
Automatic	\$17,090.00
Total	\$17,090.00

☐ AGENTS FEES

Description	Amount
Automatic	\$1,200.00
Total	\$1,200.00

☐ SUNDRY

Description	Amount
Other	\$1,166.00
Total	\$1,166.00

Rental schedule worksheets — 22 Lidell Street, OAKHURST NSW 2761

☐ REPAIRS

Description	Amount
Automatic	\$365.00
Jalousie	\$1,800.00
Total	\$2,165.00

☐ SUNDRY

Description	Amount
Other	\$1,141.00
Total	\$1,141.00

Worksheets

☐ D3 WORK-RELATED CLOTHING, LAUNDRY AND DRY CLEANING EXPENSES

Description	Code	Amount
Uniform	Non-compulsory work uniform	\$100.00
Total		\$100.00

☐ D5 OTHER WORK-RELATED EXPENSES

Description	Expense	Percentage	Claim Amount
Internet @ 60%	\$1,690.00	100%	\$1,690.00
Total	\$1,690.00		\$1,690.00

☐ D9 GIFTS OR DONATIONS

Description	Amount
Donations	\$0.00
Total	\$0.00

D10

OTHER EXPENSES INCURRED IN MANAGING YOUR TAX AFFAIRS

Description	Amount
Accounting Fees	\$0.00
Total	<div>M</div> \$0.00

D15

OTHER DEDUCTIONS

OTHER		
Description	Expense Code	Amount
Income protection insurance	P	\$0.00
Total		\$0.00

Asset Depreciation for period 1 Jul 2020 to 30 Jun 2021

Deductions

						Balancing adjustments								
Date Purchased	Description	Type	Cost	Cost Limit	OWDV	Date	Disposal Value	Assessable	Deductible	Method / Rate %	Decline in value	Bus. Use %	Business Decline	CWDV
D5 OTHER WORK-RELATED EXPENSES														
15/04/2019	Laptop Macbook	PLT	2,211		630					DV/66.67	420	80.00	336	210
05/07/2018	Ipad	PLT	539		61					DV/66.67	41	20.00	8	20
01/07/2018	Furniture and fittings	OFF	2,000		1,444					DV/15.00	217	25.00	54	1,227
	Total		4,750		2,135						678		398	1,457