Bantacs Accountants (Qld) Pty Ltd

CHECKLIST - INDIVIDUAL INCOME TAX RETURN

2026

NON-RESIDENT

Expats Main Residence Exemption – From 1st July, 2020, if you sell your Australian Main Residence while you are an overseas resident for tax purposes you will not be entitled to cover the capital gain with your main residence exemption. This applies retrospectively right back to the time it was purchased so there will not even be an exemption for the time you were living in Australia. Further, the 50% capital gains tax discount will not apply to the period of time you are a non resident for tax purposes. There is a small carve out from some very serious life events in the first 6 years you are a non resident but the take away here is, **do not sell your Australian home while you are living overseas**. This is based on the date the contract to sell is signed.

Audit Insurance - In the 2026 budget the government allocated more money to the ATO to increase its audit activities. The BAN TACS group has secured very economical audit insurance for our clients. Please speak to you Accountant if you are interested in protection.

Virtual tax Returns – We also do tax returns over zoom, with the shared screen facility it works quite well. For more information go to https://www.bantacs.com.au/virtual-tax-returns/

Record Keeping – Please note that the responsibility for keeping your receipts, log books etc remains with you. You need to keep your records for at least 5 years from the date of lodging your tax return. In some cases such as capital gains or depreciation you will need to keep records for at least 5 years after the tax return in which you sold the item. In the case of suspected fraud the ATO can go back as far as it likes, so we cannot really advise you that it is ever safe to dispose of your records. For more information https://www.ato.gov.au/individuals-and-families/income-deductions-offsets-and-records/records-you-need-to-keep

Misinformation – It is important to note that new Tax Practitioners Board rules mean that we must correct any errors in your tax return the minute we become aware of them. If you do not permit us to amend your tax return we will be required to report you to the ATO. Further, if you advise us of any irregularities in the approach of your previous tax agent we are required to report them. We are also required to refuse to act for anyone blatantly avoiding paying tax on their income, such as not declaring cash. This does not prevent us from advising you on how to legally organise your affairs to ensure that you pay the minimum tax required.

Stay Up to Date - Help us keep in touch with you during the year by subscribing to our newsflash https://www.bantacs.com.au/media-library/newsflash/

PERSONAL DETAILS

Your Name: Mr | Mrs | Ms | Miss ______________________ DOB: ___/___/___

Was this the name used on your last tax return? **YES ☐** **NO ☐**

Details if no: ______________________

Your Spouse's Name: Mr | Mrs | Ms | Miss ______________________ DOB: ___/___/___

Was this your spouse's name used on your last tax return? **YES ☐** **NO ☐**

Details if no: ______________________

Spouses adjustable Australian taxable income if we are not doing their tax return: $ __________

Existing clients need only provide details of changes that have occurred since you lodged your last income tax return

Your Tax File Number: ______________________ Spouse's Tax File Number: ______________________

Residential Address: ______________________

Postal Address: ______________________

Has your postal address changed since lodging a tax return? **YES** ☐ **NO** ☐

Telephone: (W) (H) (M)

Are you a war veteran or widow/widower of a war veteran yet under the Aged Pension age? **YES** ☐ **NO** ☐

Is your spouse a war veteran or widow/widower of a war veteran yet under the Aged Pension age? **YES** ☐ **NO** ☐

If married / de facto in 2023/2024, what date did this occur: / /

Did an accountant other than this office, prepare your last Income Tax Return? **YES** ☐ **NO** ☐

Please attach a copy of your previous return if this is the first time using our services

If yes please provide contact details of previous accountant: ______________________

Your Bank Account Details for Direct Deposit of Refunds BSB: ACCT NO::

The ATO is no-longer issuing cheques Acct Name:

INCOME

Note – If you are a non resident for tax purposes Australia has no right to tax your interest or dividend income. Even if that income was earned on Australian listed shares or interest from an Australian bank, though it will have a right to charge a withholding tax before you receive the money, none of this goes into your Australian tax return. Further, Australia does not have the right to tax your overseas wages or income from any overseas property. Income from Australian rental properties are still taxable in Australia because it is earned from Australian real property.

Did you receive Australian income other than from your rental property? **YES** ☐ **NO** ☐ If yes please provide details below

NAME OF ENTITY	AMOUNT

Was any of the above income a Capital Gain?	YES ☐	NO ☐	If yes please complete a CGT Schedule, available at https://bantacsningi.com.au/services scroll down to downloads
Have you sold an Australian Property this year	YES ☐	NO ☐	If yes please complete a CGT Schedule, available at https://bantacsningi.com.au/services scroll down to downloads

EXPENSES

Did you make a superannuation contribution to an Australian Superannuation Fund and advise that fund you intend to claim the contribution as a tax deduction? YES ☐ NO ☐

Name of fund: ____

Membership No.: ____

Amount: ____

What were the total fees you paid to an Australian tax agent during 2024/25? **$** ________________

Did you have Australian expenses other than from your rental property? YES ☐ NO ☐ If yes please provide details below

DESCRIPTION OF EXPENSE	AMOUNT

ATTACHMENTS

Please enclose the following if they apply to you	Enclosed
Statement for any tax deductible superannuation contributions you have made to an Australian Superannuation fund	❑
Statement for any superannuation contributions you have made for your spouse to an Australian Superannuation fund	❑
HECS or HELP loan statements – Note we will need to know your overseas income too	❑
Receipts for PAYG Installments made on your investment income	❑
Correspondence you have received from the ATO in the past 12 months	❑

Rental Property Schedule

Please now complete a rental property schedule for each of your rental properties. This schedule is the same whether you are a resident or non resident for tax purposes and available here https://bantacsningi.com.au/services scroll down to downloads

Next Step

Find Our Most Convenient BAN TACS Office
https://www.bantacs.com.au/aboutus/locations/

Use Our Mail In Service
https://www.bantacs.com.au/topics/mail-in-tax-returns/

Use Our Virtual Tax Return Service via Zoom
https://www.bantacs.com.au/virtual-tax-returns/centralcoast-office/