

 **17 July 2025**

## **Subject: It's Tax Time – Let's Get Started on Your 2025 Tax Return**

### **Happy New Financial Year!**

Thank you once again for the opportunity to prepare your tax return last year. Now that a few weeks have passed and the ATO's data-matching systems are up and running, we're ready to help you prepare and lodge your **2025 tax return**.

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### **31 Booking an Appointment**


You can book an appointment online by clicking the **"Book an Appointment"** link on our website:

 [www.interactivetaxconsultants.com.au](http://www.interactivetaxconsultants.com.au)

Appointments are available for both **in-office** and **phone conferences**—simply choose your preferred day and time.

Prefer to speak to someone? Contact us directly:

 (02) 9212 1982

 [reception@itc.sydney](mailto:reception@itc.sydney)

One of our friendly team members will be happy to assist you.

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### **Prefer Not to Book?**

You're welcome to email your tax documents to **[reception@itc.sydney](mailto:reception@itc.sydney)**

Or post them to:

 PO Box 873, Edgecliff NSW 2027

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## What We Can Access on Your Behalf

As your registered tax agent, from mid-July we can access:

- PAYG Summaries
- Bank interest
- Share dividends
- Private health cover details

*Note: Managed fund information usually becomes available in September.*

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## Documents to Send Us – Financial Year Ended 30 June 2025

Please provide the following, if applicable:

### Income & Investment

- Foreign income and foreign investment losses
- Interest paid on margin or investment loans
- Buy/sell contract notes for shares sold

### Work-Related Expenses

- iPads, tablets, computers, software, mobile phone, internet
- Work-related apps, antivirus, stationery, home office supplies
- Total electricity cost per annum and work related %
- Seminar/conference fees including travel, accommodation, books & journals
- Union fees
- Tools, equipment, and protective clothing (incl. logo-branded items, sunscreen, hat, sunglasses)
- Income protection insurance
- First Aid training
- COVID-19-related items: face masks, hand sanitiser, tests
- Work-related briefcase or handbag
- Education expenses over \$250 (including related travel)
- Motor vehicle logbook or kilometres travelled (up to 5,000 km)

## Rental Property Owners

- Rental income & annual statements
- Interest on investment loans
- Other related expenses

Visit [www.interactivetaxconsultants.com.au](http://www.interactivetaxconsultants.com.au) for a detailed list and use our **Tax Depreciation Calculator** for an estimate of claimable depreciation.

## Other

- Receipts for charitable donations
- Your **BSB and account number** (for a faster refund via direct deposit)

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## Need More Time to Lodge?

As a registered tax agent, we have access to **extended lodgement dates**—typically between **March and May 2026**.

Please contact our office to confirm your personalised due date.

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We look forward to assisting you again this year.

If you have any questions, feel free to reach out—we're here to help



Adam Beasley  
Principal Tax Agent