

FBT Year-End Employer Checklist

What Employers Need To Complete Before 31 March

Before 31 March:

<ul style="list-style-type: none">Record odometer readings for company cars	<input type="radio"/> Completed
<ul style="list-style-type: none">Identify entertainment spend and confirm the method (50/50 or actual)	<input type="radio"/> Completed
<ul style="list-style-type: none">Capture attendee lists for meals, events, client entertainment, etc	<input type="radio"/> Completed
<ul style="list-style-type: none">Review staff gifts and benefits under \$300 AUD	<input type="radio"/> Completed
<ul style="list-style-type: none">Identify any private travel or family included trips	<input type="radio"/> Completed
<ul style="list-style-type: none">Gather employee declarations for otherwise deductible benefits	<input type="radio"/> Completed

See how automated expenses reduce FBT risks with ProSpend

Note: General guidance only and not tax advice. Please check your approach with your tax adviser for your circumstances.