



Fringe Benefits Tax Checklist – Australia

With the short turnaround time to prepare the fringe benefits tax returns, **it's critical businesses have appropriate policies in place and ensure they accurately capture, code and consider fringe benefits** within their fringe benefits tax return.

While preparing the fringe benefits tax (FBT) return, businesses are juggling preparing for quarter and year end reporting, both at an employee and an employer level. This is especially challenging for tax, payroll, finance and human resources teams who have to manage these obligations all while undertaking business as usual activities.

Depending on the effectiveness of policies and processes already in place to capture and code

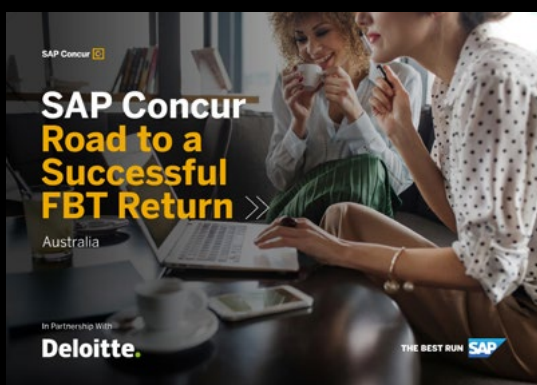
expenses, and collate all required data for the return, the time taken to complete the FBT return all while maintaining regulatory compliance, may impact on the amount of tax payable by a business.

Despite the challenges of the FBT regime in Australia, there are a number of simple measures businesses can do to set themselves up for a successful FBT return.

Australian FBT Checklist

This checklist can help you determine whether you have provided any potential fringe benefits to your employees. If you have answered 'yes' to any of the following questions, you may have an Australian FBT liability and may be required to lodge an Australian FBT return. Download our [Road To a Successful FBT Return eBook](#) to guide you through the Australia specific requirements.

1. Do you provide any employees or their associated with a company owned or leased motor vehicle or a novated vehicle to use for private purposes?
2. Have you made any loans at reduced rates to employees or their associates?
3. Have you waived an employee's obligation to pay or repay an amount of money?
4. Do you pay or reimburse any expenses on behalf of your employees or their associates?
5. Do you provide company owned or leased housing or accommodation to your employees or their associates?
6. Do you provide a living away from home allowance to any of your employees or their associates?
7. Do you provide your employees with board (including meals and accommodation)?
8. Do you provide property or goods to your employees or their associates for free or at a discount?
9. Do you provide car parking for your employees within a one kilometre radius of a commercial parking station?
10. Do you provide employees or their associates with any meals or other recreational entertainment (including tickets to sporting events, concerts, or golf days)?
11. Do you pay for or reimburse any private or personal travel expenses on behalf of your employees or their associates?
12. Do you provide employees or their associates any other rights, privileges or services?



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