

PropertyIQTM

Income Tax Manual



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1. INTRODUCTION

If you manage buildings that are required to lodge an income tax return, this manual will guide you through:

1. Generating income tax return reports.
2. Setting up tax related accounts.
3. Reviewing the tax calculation sheet.

This manual also sets out the income tax assumptions and policies underpinning the PropertyIQ system.

Please note: This information has been prepared to assist you to get the most out of the PropertyIQ system by showing you how to configure and generate tax reports, accounts and calculation sheets (Tax Reports). You must make your own determination as to whether any tax treatment outlined in this document is appropriate for your circumstances. You are responsible for the input and content of all such Tax Reports. We do not represent or warrant that the Tax Reports are sufficient for or comply with Australian Tax Office requirements – you should satisfy yourself of this in conjunction with your tax adviser. The information contained in this document does not constitute legal, financial, tax, accounting or any other advice, and nor should it be construed as such. You should obtain financial, legal and taxation advice before making any decision regarding this information.

This information is current as at July 2020. Whilst we have taken all reasonable care in producing this information, subsequent changes in circumstances may occur at any time and may impact the accuracy of information. Tax laws are regularly amended and reinterpreted and users should confirm that the discussion in this guide remains valid. No responsibility for the accuracy, completeness or timeliness of the information is accepted. The use of this information by you is at your complete discretion and is wholly your responsibility. **PropertyIQ accepts no liability for any loss howsoever caused arising from reliance upon the information contained in this document.**

1.1 Tax Assumptions and Policies Underpinning the PropertyIQ System

The income tax rules applicable to strata plans are complex. This manual provides general guidance on the income tax rules as they apply to the PropertyIQ system to assist strata managers identify when they require assistance from a tax adviser or from PropertyIQ Support.

Whilst this manual provides general guidance, it is not intended to provide taxation or GST advice based on individual circumstances. It is recommended that you obtain a taxation advice from a suitably qualified tax adviser.

You must ensure you correctly set up the income treatment of each transaction and account within PropertyIQ; the system does not validate income tax elections made by users. PropertyIQ makes no representations about the correctness of the PropertyIQ system rules and logic and it is incumbent on you to verify that buildings are income tax compliant. If you are unsure how to configure the system to deliver certain income tax treatment you should seek assistance from PropertyIQ Support, however, our support staff cannot assist you to determine whether such an outcome is appropriate for your circumstances and you should not rely on PropertyIQ for this purpose.

Below are the default assumptions which underpin PropertyIQ's system logic.

Assumption / Policy	More Information Available
All standard income accounts are set to 'mutual income'.	Section 2.1 Section 2.2 Section 2.3
PropertyIQ defaults to the accruals accounting method for taxation purposes. Users may select cash as an alternative setting.	Section 2.4
All standard expense accounts in PropertyIQ are set to relate to 'mutual expenses.'	Section 4.2
No capital expense assumptions are made by PropertyIQ. This setting must be configured by users.	Section 4.2
Property IQ defaults to all expenses being non-deductible (mutual). Users must determine the deductibility and any apportionment of expenses.	Section 4.2
PropertyIQ can calculate the apportionment of partially mutual and non-mutual expenses.	Section 4.2
PropertyIQ does not classify non-mutual income into subcategories.	Section 4.2
Default PAYG / Tax Paid Accounts	Section 4.3

1.2 Recommended Workflow



1.3 Strata Body Reporting Obligations

A strata body is a company for income tax purposes and is therefore required to lodge an income tax return for any year of income in which it has derived any assessable income or when requested by the Commissioner. It is the derivation of assessable income, not taxable income (assessable income less deductions), that triggers the need to lodge an income tax return. For example:

- A tax return is required to be lodged when you have assessable income, even when there is no taxable income. For example, when access fees paid by non-lot owners (i.e. non-mutual income) to the strata body are fully offset by expenses and there is nil taxable income.
- A tax return does not need to be lodged where there is no assessable income. For example, where the income of the strata body consists solely of lot owners' levies or contributions (i.e. mutual income).
- A tax return must be lodged where the strata body has brought forward tax losses of \$1,000 or more, regardless of whether any assessable income was derived.

The assessable income derived by a strata title body is taxed at the rate applicable to a company. The reduced tax rate that applies to 'Base Rate Entities' may only apply to strata title bodies in limited circumstances, and therefore the 30% corporate tax rate will likely apply. We recommend that you confirm the appropriate rate of tax with your tax agent.

2. MUTUAL INCOME AND NON-MUTUAL INCOME



2.1 Background: Mutual v Non-Mutual Income

For taxation purposes, mutual income is treated as non-assessable income and non-mutual income is treated as assessable income.

The principle of mutuality is generally expressed as the notion that a person cannot make a profit from dealing with him or herself. Where members of a group are dealing with each other on a mutual basis, any income received will not be assessable income to the mutual group.

It is important to undertake a close analysis of the actual dealings between the lot owner, the strata body and any third party when ascertaining whether receipts should be characterised as mutual receipts. The Australian Taxation Office ("ATO") considers that dealings between lot owners (in that capacity) and the strata body should be within the mutuality concept.

Please see Section 3 for a discussion on the distinction between the income of lot owners and the income of strata bodies.

The ATO provides comprehensive guidance, including examples of general categories of mutual income and non-mutual income. The following table, extracted from TR 2015/3, provides some indicative examples of mutual and non-mutual income in the hands of the strata body and lot owners.

The ATO guidance contained in TR 2015/3 is current as at the date of publishing this manual. You should confirm this independently with a tax adviser prior to relying on it.

Mutual Income	Non-Mutual Income
Strata Body	
Lot owners' levy directed to an administrative fund, a sinking fund, reserve or special purpose fund.	Interest, dividends and other income derived from investments of levies received from lots owners.
Payments for lot owner's use of personal property of the strata body e.g. washing machines, driers, lawnmowers, garden hoses and money.	Payments by non-lot owners to the strata title body for their use of common property
Access fees paid by lot owners for the inspection of records held by the strata body e.g. books of account, insurance policies, the strata roll, the strata plan and the minutes of meetings.	Rental receipts from the leasing of common property for the purposes of carrying on a business of leasing professional suites and shops.
Fee for collection of rents from the common property.	Access fees paid by non-lot owners.
Interest imposed on late payment of levies by a lot owner.	Penalty amounts imposed for breaches of by-laws.

Distribution of surplus contributions to lot owners.

Mutual Income	Non-Mutual Income
Lot Owners	
	Distribution made to lot owners out of profits of strata body. These should be considered dividends paid to the lot owners.
	Rental income from lease of lot owner's property.
	Income generated from common property e.g. lease for mobile phone tower, advertising on the exterior wall of the strata building. Income is included in proportion to unit entitlement of the lot owners.
	Income from business activities conducted by the lot owners.

A summary of assessable income and allowable deductions discussed in TR 2015/3 is below.

TR 2015/3	✓ Assessable	✗ Non-assessable			✓ Deductible	✗ Non-deductible
	Income from common property*	Sale of common property*	Income from body corporate assets	Sale of body corporate assets	Depreciation of common property*	Depreciation of body corporate assets
Owners as tenants in common (QLD, Vic, WA)	✓	✓	✗	✗	✓	✗
Body corporate as agent for owners (NSW, ACT)	✓	✓	✗	✗	✓	✗
Owners as beneficiaries (Tas, SA, NT)	✓	✓	✗	✗	✓	✗
Body corporate public company	✗	✗	✓	✓	✗	✓

2.2 Transactions Involving Common Property

TR 2015/3 is silent on the tax treatment of income from common property that is disposed of. Often lot owners wish to convert common property into new lots and then dispose of them. The development and subsequent sale of common property is a complex series of transactions and therefore appropriate income tax and legal advice should be sought prior to undertaking any transaction.

PropertyIQ does not have the functionality to calculate the distribution of sale proceeds from common property; this process should be undertaken manually and then recorded in PropertyIQ. Although, transactions involving the disposal of common property should be recorded in a separate and appropriately configured PropertyIQ account for income tax purposes.

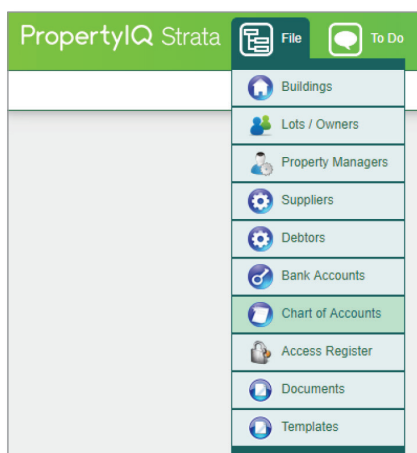
If lot owners deal amongst themselves and/or with the strata body, they made need to consider whether their dealings are at 'arms-length' and the application of the market value substitution rule, for example, where no payments have been made or received. This is not a function of the PropertyIQ system and should be discussed with your tax adviser.

Please refer to **Section 3** for a discussion of income of lot owners and the strata body.

2.3 PropertyIQ – Mutual vs Non-Mutual account settings not-determined


Setting up accounts Users must determine the allocation of each revenue account within PropertyIQ between Mutual and Non-Mutual within the Chart of Accounts set-up.


1. Go to *File*;
2. Click on *Chart of Accounts*;





3. Find the income account you are looking for;
By *default*, all standard income accounts are set to “*mutual income*”


PropertyIQ Strata


 File


 To Do


 Processing

 Billing

 End of Period

 Reporting

 Utilities

 Help


 Log Out

Chart of Accounts

AllAdminCapital WorksAllIncomeExpenseAssetLiabilityEquity

AllActiveInactive

<input type="checkbox"/>	Account Name ▾	Account Group	BMC Group	Code	Fund	Type	GST Applicabl...
<input type="checkbox"/>	Levy income						
<input type="checkbox"/>	Levy Income	Default		ALEVY	Admin	Income	✓
<input type="checkbox"/>	Levy Income	Default		SLEVY	Cap. Works	Income	✓
<input type="checkbox"/>	Special Levy Income	Default		ASPECIAL	Admin	Income	✓
<input type="checkbox"/>	Special Levy Income	Default		SSPECIAL	Cap. Works	Income	✓

4. To change the default setting to “non-mutual income,” click Edit, tick Non-Mutual Income and click Save.

Account

Name* Active ☒

Code

Group BMC Group

Account Details

Admin ☐ Income ☒ Non Mutual Income ☒

Capital Works ☐ Expense ☐ Type ☐

Asset ☐ F label ☐

Equity ☐ G label ☐

Liability ☐ R label ☐

GST Applicable ☒

Interest Account ☐

It is recommended that you seek formal accounting and tax advice before applying account settings as this will affect GST, Income Tax and all financial balances for this account in current and prior periods.

Income derived from common property, as taxable in the hands of the Individual Lot owners should establish a non-mutual account code labelled *Common Property* to flag this revenue type to ensure that it does not form part of the strata title body's assessable income.

2.4 Cash and Accruals Accounting Methods for Income Tax Purposes

PropertyIQ users must select whether a building is operating on a cash or accruals accounting basis for income tax purposes. We recommend that you obtain independent accounting and taxation advice to determine which method is appropriate for your circumstances, however, we provide the following general guidance.

Cash accounting is where income and expenses are recorded only when the income has been received or when the expense item has been paid. Cash accounting is generally available to strata bodies where their GST turnover is less than \$2 million.

The accruals accounting method is where income and expenses are recorded when an invoice is issued (but not yet paid) or you received any payment not yet having issued an invoice and when an invoice for an expense has been received (but not yet paid) or an expense item is pre-paid but not yet invoiced. This requires the use of 'accruals' accounts such as trade debtors, trade creditors and prepayments.

3. STRATA BODY INCOME AND OWNER

3.1 Background

In some cases, income may be derived from common property. Where this occurs, the ATO considers that it should be non-mutual income. Non-mutual income is taxable in the hands of the Individual Lot owners and should be apportioned on a lot entitlement basis. These amounts should not be included in the tax calculation of the strata body, instead individual lot owners should be notified of their respective proportion of Income derived from common property for inclusion in their individual tax returns in consultation with their tax agent.

3.2 PropertyIQ – Strata Body Income and Owner Income

PropertyIQ account settings do not separately identify different types of non-mutual income. Therefore, non-Mutual income derived from Common Property will not be specifically identified within the chart of accounts. For this reason, it is recommended that the user establishes a mutual account code labelled "Common Property" to flag this revenue type to ensure that it does not form part of the strata title body's assessable income and may be tracked separately. This should be created with guidance from your tax adviser.

4. DEDUCTIONS

4.1 Background

Expenses are only deductible to the strata body to the extent that they relate to earning non-mutual income (assessable). The ATO considers that expenses relating solely to a mutual purpose, which may include maintenance, council rates, insurance etc. are not deductible to the strata body.

In some cases, an expense may relate only to a mutual purpose, and is easily identified as such. If you are unable to determine whether an expense is mutual or non-mutual, you should consider the apportioning the amount between direct and indirect expenses.

Direct expenses are those expenses which directly relate to a mutual or non-mutual purpose and are therefore categorised immediately as non-deductible or deductible, respectively.

Indirect expenses relate to both mutual and non-mutual purposes. You can apportion indirect expenses into a deductible and non-deductible component.

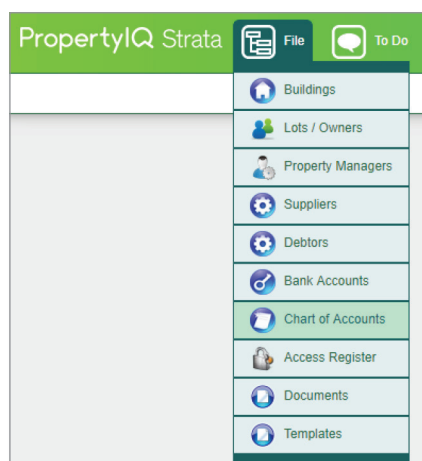
Before apportioning expenses between mutual and non-mutual purposes you should seek guidance from your accountant or tax adviser whether this approach is suited to the circumstances of the particular strata plan.

4.2 PropertyIQ Deductible Expenses / Direct or Apportioned Deductions

The default setting within the PropertyIQ Chart of Accounts is that all expenses are non-deductible (mutual). Users may determine the allocation of each expense code within PropertyIQ between deductible/non-deductible and direct/apportioned. These account settings will directly determine system outputs (such as the Tax Return Report) and as such, appropriate tax advice should be sought when setting-up expenditure codes to ensure the relevant tax treatment is correct.


How to assign attributes on the Chart of Accounts


1. Go to File;
2. Click on Chart of Accounts;





3. Find the expense account you are looking for;


PropertyIQ Strata


 File


 To Do


 Processing

 Billing

 End of Period

 Reporting

 Utilities

 Help


 Log Out

Chart of Accounts

AllAdminCapital Works

AllIncomeExpenseAssetLiabilityEquity

AllActiveInactive

<input type="checkbox"/>	Account Name	Account Group	BMC Group	Code	Fund	Type	GST Applicabl.
<input type="checkbox"/>	Levy income						
<input type="checkbox"/>	Levy Income	Default		ALEVY	Admin	Income	✓
<input type="checkbox"/>	Levy Income	Default		SLEVY	Cap. Works	Income	✓
<input type="checkbox"/>	Special Levy Income	Default		ASPECIAL	Admin	Income	✓
<input type="checkbox"/>	Special Levy Income	Default		SSPECIAL	Cap. Works	Income	✓

4. All standard expense accounts are set to relate to Mutual Income (non-deductible). You do not need to change any settings if your expense relates solely to mutual income. Some examples of mutual expenses may include:
 - » Maintenance fee incurred by the strata body;
 - » Insurance; and
 - » Upkeep cost of grounds and buildings.
5. If your expense relates solely to non-mutual income, you can change the default setting such that the expense relates to Non-Mutual Income (deductible to the strata body). Click Edit, tick Non-Mutual Income and click Save. An example of non-mutual expenditure may include investment management fees where funds are invested to earn interest and dividends.
6. If your expense needs to be apportioned between mutual and non-mutual income (as it is an indirect expense), you will need to set up two accounts, one for Mutual Income and one for Non-Mutual Income and manually include the necessary amounts under each account. To calculate the amount of expenditure to be included in either account, use the formula:

$$\frac{\text{Non- Mutual Income}}{\text{Total Income}} \times \text{Expense} = \text{Non - Mutual Allocation}$$

In the formula:

- » Non-Mutual Income includes the different types of income noted above;
- » Total Income includes lot owners' levies plus all Non-Mutual Income;
- » Apportionable Expenditure does not include expenses that relate solely to mutual receipts.

For example, a strata body incurs \$100 audit fee. The strata body has a total non-mutual income of \$1,000 and total income of \$5,000. The strata body's proportionate deduction should be:

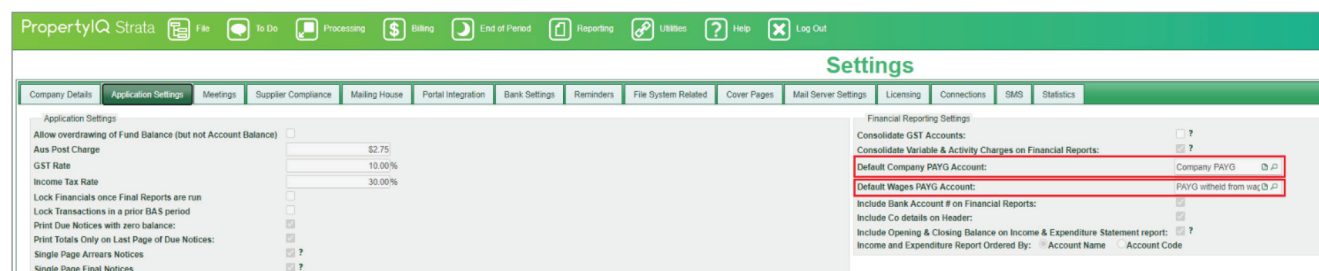
$$\frac{\$1,000}{\$5,000} \times \$100 = \$20 \text{ Non-Mutual Allocation}$$

\$80 should be deductible and \$20 should be non-deductible.

4.3 Pay As You Go Taxes and Withholding

The system default accounts used for PAYG withheld from wages ('Wages PAYG') and PAYG instalments of the Strata Body ('Company PAYG') can be viewed and edited by navigating to Utilities > Settings > Application Settings.

The default Company PAYG account will be used to report PAYG income tax instalments raised by the Strata Body on the Tax Return Report.



The screenshot shows the 'Settings' page in PropertyIQ. The 'Application Settings' tab is selected. On the left, under 'Application Settings', there are fields for 'Allow overdrawing of Fund Balance (but not Account Balance)', 'Aus Post Charge' (\$2.75), 'GST Rate' (10.00%), and 'Income Tax Rate' (30.00%). On the right, under 'Financial Reporting Settings', there are checkboxes for 'Consolidate GST Accounts', 'Consolidate Variable & Activity Charges on Financial Reports', 'Include Bank Account # on Financial Reports', 'Include Co details on Header', and 'Include Opening & Closing Balance on Income & Expenditure Statement report'. The 'Default Company PAYG Account' is set to 'Company PAYG' and the 'Default Wages PAYG Account' is set to 'PAYG withheld from wages'. Both of these settings are highlighted with a red box.

Company PAYG

PAYG instalments of the Strata Body can be reported and paid as part of the BAS Workflow in PropertyIQ. Any instalments that are raised via a BAS processed in PropertyIQ will be posted to the account nominated under Utilities > Settings > Application Settings.

More information on the BAS Workflow and PAYG is available in Section 5.1 BAS Settings of the PropertyIQ BAS Reporting and GST Manual.

All PAYG instalments processed via a BAS and posted to the Company PAYG account will appear as "Tax Paid" in the Tax Return Report. This amount is equivalent to "PAYG Instalments Raised" that appears on the Calculation Statement of a Company Tax Return.

You should note that the "Tax Paid" function displays the sum of all transactions posted to the nominated Company PAYG account, including the following:

- any opening balances allocated to the Company PAYG account
- any levy/fee notices allocated to the Company PAYG account
- any bank adjustments allocated to the Company PAYG account
- any debtor invoices allocated to the Company PAYG account
- any PAYMENT transactions allocated to the Company PAYG account
 - » e.g. invoice **payments** in the tax period
- any OTHER receipts allocated to the Company PAYG account
 - » e.g. manual deposits presented in the tax period (not levy receipts)

It is therefore recommended that users ensure that all transactions posted to the Company PAYG account are correct prior to generating the Tax Return Report.

Wages PAYG

Wages paid to employees of the Strata Body, and PAYG withholding on wages can be reported and paid as part of the BAS Workflow in PropertyIQ.

This process is also completed via the BAS. Please refer to the BAS Workflow in Section 5.1 BAS Settings of the PropertyIQ BAS Reporting and GST Manual for more information.

5. MUTUAL INCOME AND NON-MUTUAL INCOME

Configure Settings

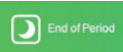
Generate Tax Report

Review Tax Calculation

Prepare Income
Tax Return

If you want to generate a Tax Return Report for a building it must be selected in the *Building Card > Settings – Tax Settings*. For detailed information about the settings tab for buildings, see the manual *Buildings – Settings Tab*.

5.1 Getting Started

To get started go to  and select Tax Returns.

- 1 The default is set to *all buildings*, but you can select a single building.
- 2 If you have selected *Single building*, use the search icon to find the building you want.
- 3 Select the from and to dates of the tax period here.
- 4 Select whether you are reporting on a cash or accrual basis.
- 5 Click here to include an *Audit Trail* Report.
- 6 If you have chosen to include the *Audit Trail Report*, you can select here to include non-mutual income in the report. This will include the non-mutual income as per the user determined allocation of revenue account.
- 7 *Preview* to Preview the documents.
- 8 *Generate* to generate the Tax Return Report.

Tax Returns

Building Selection

☐ All Set Buildings
☒ Single Building

S/Plan

Income Tax Period

From: 01/07/2019

To: 30/06/2020

Tax Basis

☐ Cash
☒ Accrual

Other

☒ Include Audit Trail
☒ Include Mutual Income in Audit Trail

Preview

Generate

Close

5.2 Generating a Preview

When you click *Preview*, a job is created in the job centre on the right of your screen. A preview is not saved in the building's documents.

?

Your Tax Report generation has been scheduled. You may view it's progress from the sidebar.

What would you like to do?

Open Sidebar

Close

Click on the PDF link to open it.

5.3 PDF Preview – Tax Calculation Sheet

Preview Income Tax

Completed Time: April 13th 2017, 10:51 am

Results:

[- Preview Income Tax 2017-04-13.pdf](#)

Today

Jobs

5.4 PDF Preview – Audit Trail Report

The Audit Trail Report lists each transaction which was posted to each account during the selected date range. You can use the report to determine whether any items are incorrectly classified.

PropertyIQ Strata Testing Global address 1, Global address 2, Global address 3 CANNING VALE WA 2000 ABN: 123456789 Ph: 1300 724 256 Email: stephanieb@propertyiq.com.au Printed: 13/04/2017 11:09 am User: Faye Goodman					Page 2
Income Tax Audit Trail - Mutual Income - 01/07/2015 to 30/06/2016 C.T.S. 10 10 Tempo 13 Mitroian Drive ABN: 17890796087 TFN: 336705698 Schedule: OC 1					
test (Administrative)					
Date	Ref	Type	Details	Amount	
02/09/15	30	Payment	Final Notice Charge (01/07/2015 - 31/07/2015) Managing Agent	\$(18.18)	
02/09/15	30	Payment	Final Notice Charge (01/07/2015 - 31/07/2015) Managing Agent	\$(18.18)	
02/09/15	30	Payment	Final Notice Charge (01/06/2015 - 30/06/2015) Managing Agent	\$(20.00)	
02/09/15	30	Payment	Final Notice Charge (01/07/2015 - 31/07/2015) Managing Agent	\$(20.00)	
02/09/15	30	Payment	Final Notice Charge (01/07/2015 - 31/07/2015) Managing Agent	\$(18.18)	
Account Total				\$(94.54)	
Levy Income (Administrative)					
Date	Ref	Type	Details	Amount	
02/09/15	30	Payment	khij:ljihiklkih (01/06/2015 - 30/06/2015) Managing Agent	\$(26.36)	
02/09/15	30	Payment	talking to lot 3 again!!!! (01/07/2014 - 23/06/2015) Managing Agent	\$(110.00)	
02/09/15	30	Payment	meeting (01/07/2014 - 23/06/2015) Managing Agent	\$(110.00)	
02/09/15	30	Payment	Lot No: 1; changing to new name	\$(260.00)	

5.5 Income Tax Calculation Sheet



PropertyIQ Strata Testing Global address 1, Global address 2, Global address 3 CANNING VALE WA 2000 ABN: 123456789 Ph: 1300 724 256 Email: stephanieb@propertyiq.com.au Printed: 13/04/2017 11:09 am User: Faye Goodman		Page 1
Income Tax Calculation Sheet - 01/07/2015 to 30/06/2016 C.T.S. 10 10 Tempo 13 Mitroian Drive ABN: 17890796087 TFN: 336705698 Schedule: OC 1		
Mutual Income:	\$16,659.33	
Non-Mutual Income:		
Interest	\$719.36	
Total Non-Mutual Income	\$719.36	
Direct Deductions:		
Total Direct Deductions	\$0.00	
Apportionate Deductions:		
Administration Cost	\$2,567.52	
Bank Charges	\$713.99	
Total Apportionate Deductions	\$3,281.51	

If you are satisfied that the contents of the report preview are correct, click Generate. Once you have done this, the final document will be created and stored in the building's document file.

Building

C.T.S.* 10
 Manager* Training Manager
 Folio*
 Building Type* Company
 Building Sub Type* Residential
 Building Class
 Module
 Type None
 Total UOE* 350
 Total Int Ent* 180
 Active ☒ All Inclusive ☐

Address
 Street No 13 Street Name* Mitroian Drive
 Address 2 11123123
 Suburb OCHRE HILLS State* QLD
 Building Name Tempo P/Code 2440
 Plan test pla Parish County

Settings Dates Charges Info Financials Budget Notes Documents Registers Alerts Work Orders Log of Changes

From To Filter: All

	Created Time	Date	User	Name	Type	Details	On Portal
<input checked="" type="checkbox"/>	13/04/2017 - 11:09 ...	13/4/2017	Faye Goodman	Income Tax Report 01-07-2015 to 30-06-2016...	Income Tax Report	System Generated by Tax Returns	<input checked="" type="checkbox"/>
<input type="checkbox"/>	11/04/2017 - 10:49 ...		ams	10-Tempo Managing Agent Invoice #4776 20...	Supplier Invoice	Total Amount: \$327.46 Status: Unpaid	<input checked="" type="checkbox"/>
<input type="checkbox"/>	10/04/2017 - 8:48 pm	10/4/2017	Training Manager	Income Tax Report 01-01-2017 to 24-04-2017...	Income Tax Report	System Generated by Tax Returns	<input checked="" type="checkbox"/>
<input type="checkbox"/>	30/03/2017 - 3:57 pm	30/3/2017	ams	File Copy - Notice of AGM - 29/03/2017.pdf	Meeting Notice	Generated by Meeting Notice Generator	<input checked="" type="checkbox"/>
<input type="checkbox"/>	30/03/2017 - 3:57 pm	30/3/2017	ams	File Copy - Notice of AGM - 29/03/2017.pdf	Meeting Notice	Generated by Meeting Notice Generator	<input checked="" type="checkbox"/>

1 documents selected

Due Notice Attachments View Doc Email Print Download Delete

Opening Balances Schedules Financial Reports Edit Done

5.6 Completion with Tax Agent



You have now completed the process of creating the Income Tax Calculation Sheet in PropertyIQ. This document can now be provided to a suitably qualified tax agent to prepare the income tax return of the strata plan.

IMPORTANT INFORMATION

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