

Applicant Name: _____ QTAC Ref Number: _____

DO YOU, YOUR PARTNER OR ONE OF YOUR PARENTS RUN/ OPERATE/DERIVE INCOME FROM A BUSINESS?

We know that running a business can be complex. To assist us in assessing the financial hardship of your household, please complete the following questionnaire. **The information you provide will only be used to assess your household's financial hardship.**

Upload the completed document with the 2019/2020 financial year's Income Tax Returns and Notices of Assessment for the individuals receiving business income. (We require the current Income Tax Return as assessment for financial hardship is based on your current financial position.)

1. Name of Business _____
2. The nature of the business enterprise is:
(please tick the appropriate box or indicate in the space provided)

Consultancy	Tradesperson	Taxi/uber driver
Store	Farming	Other _____
Online trading enterprise	Professional services	
3. The business is conducted as a: (please tick the appropriate description)

Sole trader	Private/Limited Company
Partnership with _____ partners	Other _____
Share Ratio _____	
4. The Gross Income derived from this enterprise is \$ _____
(**Please note** that our assessment of your business will be based on gross income with a reasonable amount allowed for expenses. Our assessment is on **financial hardship** not on minimising income for taxation purposes.)
5. List the fixed expenses considered essential for the running of your business and the annual amount spent on this item. (Example: rent paid for commercial business premises, if using own home to conduct business state the % claimed of the total expense, employee wages/subcontractor and other tax payments)

Expense	Annual \$	Expense	Annual \$
Sub-total		Overall Total	

NB: If there is insufficient space please provide this information on a separate sheet.

6. State any circumstances that may have either severely impacted your business operations and/or contributed to a low net income which may have a bearing on consideration for financial hardship? (For example: drought, flood, business downturn, market factors). Attach relevant documents if necessary.

7. Do adult family members in the household receive other income apart from the business?
(Please indicate on the list below by ticking the appropriate sources and stating who receives the income)

Note: These details should appear on the Income Tax Return for that person. If their total income falls below the tax-free threshold please include supporting documents eg PAYG summaries from Centrelink and/or employers, ATO Income Statements provided by their employer to the ATO, and evidence of other Income received)

Indicate by tick	Payment or Benefit received	Who received (partner, mother, father)	Annual amount received
	a) Wages		
	b) Directors Fees		
	c) Consultancy fees		
	d) Centrelink		
	i. Income Supplements – Carer Allowance Rent assistance		
	ii. Centrelink taxable benefits – eg JobSeekerPayments, Youth Allowance		
	iii. Centrelink tax-exempt benefits – eg Disability Support Pension		
	iv. Family Tax Benefit		
	v. Child Support		
	e) Income from investments		
	i. Share dividends		
	ii. Bank Interest received		
	iii. Gross rent received		
	f) Income from other sources		
	i. Foreign/Overseas Income		
	ii. Trusts		
	iii. Partnerships		
	iv. Capital Gains		
	g) Benefits received		
	i. Reportable fringe benefits		
	ii. Reportable super		