



Deduction questions D1–D10 – Individual tax return 2025

Instructions to help you to complete deductions questions D1 to D10 in your paper individual tax return.

D1 Work-related car expenses 2025



Complete question D1 to claim a deduction for work expenses you incur as an employee for a car you own, lease or hire.

D2 Work-related travel expenses 2025



Complete question D2 to claim a deduction for work travel expenses you incur in the course of performing your work.

D3 Work clothing, laundry and dry-cleaning expenses 2025



Complete question D3 to claim a deduction for expenses you incur as an employee for clothing, laundry and dry-cleaning.

D4 Work-related self-education expenses 2025



Complete question D4 to claim a deduction for self-education expenses that relate to your employment activities.

D5 Other work-related expenses 2025



Complete question D5 to claim a deduction for other work-related expenses you incur as an employee.

D6 Low-value pool deduction 2025



Complete question D6 to claim a deduction for the decline in value of low-cost and low-value assets.

D7 Interest income deductions 2025



Complete question D7 to claim a deduction for expenses you incur in earning interest income you declare at question 10.

D8 Dividend deductions 2025



Complete question D8 to claim a deduction for dividend and distributions declared at question 11.

D9 Gifts or donations 2025



Complete question D9 to claim a deduction for gifts or donations you make to a deductible gift recipient organisation.

D10 Cost of managing tax affairs 2025



Complete question D10 to claim a deduction for expenses you incur in managing your tax affairs.

Deductions in the supplementary tax return 2025



Complete label D if you claim deductions in the supplementary

Total deductions 2025



Complete the total deductions section of your tax return.

Subtotal 2025



Complete the subtotal section in your tax return.

QC 104105

D1 Work-related car expenses 2025

Complete question D1 to claim a deduction for work expenses you incur as an employee for a car you own, lease or hire.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Switching between methods

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for work-related car expenses as an employee, you must incur the expenses in the course of your employment duties.

Car expenses include:

- [decline in value](#)

- registration
- insurance
- maintenance and cleaning costs
- repairs
- fuel costs.

Expenses you incur must relate to a car you own, lease or hire under a hire-purchase agreement. You don't need to be the registered owner, however you must be able to show there is a private arrangement that made you the owner or lessee of the car. See, **Expenses for a car you own or lease**.

Expenses you incur must also relate to work-related trips, such as travelling between workplaces. In very limited circumstances, where eligible, you can claim expenses you incur for trips between home and work, see:

- **Home is a base of employment.**
- **Transporting bulky tools and equipment.**
- **Itinerant or shifting places of work.**

You can't claim a deduction for expenses you incur for normal trips between your home and regular place of work.

If the travel is partly private, you can claim only the part that relates to travel for a work purpose. For more information, see **Trips you can and can't claim**.

To calculate your deduction there are 2 methods, you must choose either:

- **Cents per kilometre method**
 - Claim a rate of 88c per kilometre for 2024–25 up to a maximum of 5,000 work-related kilometres.
- **Logbook method** – you can claim the work-related use percentage (using records from your logbook) of your all your car expenses.

You can use the method that gives you the largest deduction or is most convenient if you have appropriate records to support your claim.

If you receive an award transport payment under an industrial law or award in force on 29 October 1986, see **Award transport payments**.

If you receive assessable income from your work as an employee outside Australia, that is

- on a *PAYG payment summary – foreign employment*, you must claim work-related car expenses you incur in earning that income at this question.
- **not** on a *PAYG payment summary – foreign employment*, you claim your deductions at question 20 **Foreign source income and foreign assets or property**.

For more information, see:

- Taxation Ruling TR 2021/1 *Income tax: when are deductions allowed for employees' transport expenses?*
- Taxation Ruling TR 95/34 *Income tax: employees carrying out itinerant work – deductions, allowances and reimbursements for transport expenses*
- Practice Statement Law Administration PS LA 1999/2 *Calculating joint car expense deductions*.

What you can't claim at this question

You can't claim at this question any expenses relating to:

- expenses for a vehicle that isn't yours or isn't a car, such as
 - a motorcycle
 - vehicles with a carrying capacity of one tonne or more, or 9 or more passengers, such as utility trucks and minibuses.

However, you can claim the actual work-related costs you incur on these vehicles in your tax return, at D2 **Work-related travel expenses 2025**.

What you need to answer this question

You'll need to know or reasonably estimate your work-related kilometres. Work-related kilometres are those you travel in the car in the course of earning assessable income.

You may need:

- written evidence for your car expenses, such as receipts or invoices
 - this evidence must show the
 - name or business name of the supplier
 - amount of the expense or cost of the asset
 - nature of the goods or services you buy
 - date you buy the goods or services
 - date the document was produced
- your car logbook and odometer records
- a record that shows how the expenses relate to earning your income and how you work out your claim – for example, calendar or diary entries or work trip details in a record keeping app.

For more information, see **Calculating your car expense deductions and keeping records**.

You need to **keep records** for 5 years (in most cases) from the date you lodge your tax return.

Deductions for decline in value (depreciation)

You can claim a deduction for the decline in value of the car, only if you:

- use the logbook method
- own the car or hire it under a hire-purchase agreement.

If you lease a luxury car, for more information see **Special circumstances 2025**.

The cents per kilometre rate covers all your car expenses, including decline in value. You can't claim an additional deduction for any of your car expenses if you choose to use the cents per kilometre method.

If you're claiming a deduction for the decline in value of a car, see **Guide to depreciating assets 2025**.

Sold, disposed of, stolen or destroyed cars

You might need to make a balancing adjustment if you claim deductions for your car, and during 2024–25 either:

- you sold or otherwise dispose of your car
- your car was stolen or destroyed.

To work out the balancing adjustment, see [Guide to depreciating assets 2025 – balancing adjustment rules for cars](#).

If you had a loss after making the adjustment, include your deduction for it at **question D5**. If you had a profit after making your adjustment, include it at **question 24** in your supplementary tax return.

Switching between methods

You also make a balancing adjustment if, at a time before you disposed of the car, you switch between the 'cents per kilometre' and 'logbook' methods to claim your car expenses.

To work out the amount of the balancing adjustment, see [Guide to depreciating assets 2025 – balancing adjustment rules for cars](#).

Completing your tax return

How you complete this question depends on the method you choose to use to work out your car expenses deduction, either:

- [Cents per kilometre method](#)
- [Logbook method](#).

If you have more than one car and you're claiming expenses under both methods, add the amounts you work out under each method and write the total at **question D1** in your tax return.

Print the code letter for the method that gave you the largest amount in the **Claim type** box beside the amount.

Cents per kilometre method

For 2024–25, the cents per kilometre method:

- allows you to claim a set rate for each work-related kilometre – 88 cents per kilometre for all cars.
- applies for a maximum of 5,000 work-related kilometres per car, per year.

You don't need written evidence, but you need a record that shows how you work out your work-related kilometres. See, [Calculating your car expense deductions and keeping records](#)

Follow the steps to calculate your deduction using the cents per kilometre method.

Step 1

Multiply the total work-related kilometres you travel during 2024–25 (maximum of 5,000 km per car) by \$0.88 (the cents per kilometre rate).

For example:

$$3,250 \text{ kms} \times \$0.88 = \$2,860$$

Step 2

If you're claiming for more than one car using this method, repeat the step 1 and add up all the amounts.

Step 3

Write the total at question **D1** – label **A**. Print the code letter **S** in the **Claim type** box beside the amount.

Example: using the cents per kilometre method

Joanne has a car that she uses to travel 5,300 km in performing her job during 2024–25. She makes a record in her diary of the date and distance she travels each time she travels for work. Joanne uses this information to easily add up her work kilometres at the end of the income year.

She works out her deduction as:

$$5,000 \times \$0.88 = \$4,400$$

Even though Joanne travelled 5,300 work-related kilometres, the maximum number of work-related kilometres Joanne can claim using this method is 5,000 km. Joanne must ignore the excess work-related kms (300 km). Joanne can't claim a deduction for them.

Joanne can claim a deduction of \$4,400 for car expenses in 2024–25.

Logbook method

For 2024–25, using the logbook method you claim the percentage of the expenses for the car that are work-related. Your expenses:

- include
 - running costs such as fuel, maintenance and repairs
 - interest or lease expenses
 - [deductions for decline in value \(depreciation\)](#)
- don't include:
 - capital costs, such as the purchase price of your car
 - the principal (money you borrow) to buy it
 - any improvement costs.

To work out your percentage of work-related use, you need a logbook where you record your work-related trips for a continuous period of 12 weeks and the odometer readings for the **logbook period**. You also need the start and end of the period you had the car during each income year you're relying on the logbook.

You can keep an electronic logbook using the **myDeductions** tool in the ATO app, or keep a paper logbook.

You can claim fuel and oil costs based on either your actual receipts or you can make a reasonable estimate of the expenses using your odometer records that show readings from the start and the end of the period you had the car during the income year.

You need written evidence (such as receipts) for all other expenses for the car. See, **Calculating your car expense deductions and keeping records**.

Follow the steps to calculate your deduction using the logbook method.

Step 1

Work out the total kilometres you travel during the logbook period and how many of these are work-related kilometres.

Divide the work-related kilometres by the total kilometres you travel in this period, then multiply this by 100. This is your work-related use percentage.

For example:

$$\begin{aligned} &4,100 \text{ work-related kilometres} \div 6,500 \text{ total} \\ &\text{kilometres} = 0.630.63 \times 100 = 63\% \end{aligned}$$

Step 2

Add up your total expenses. To work out the amount to include for decline in value, see [Deductions for decline in value \(depreciation\)](#).

Step 3

Multiply the amount at step 2 by your work-related use percentage from step 1 (or if the pattern of use of the car has changed then use the reasonable estimate you made).

Step 4

Write the amount at question **D1** – label **A**. Print the code letter **B** in the **Claim type** box beside the amount.

Example: using the logbook method

Theodore uses his car during the income year to travel 6,500 km. He keeps a logbook to record the reason, start and end date, start and end odometer readings and total kilometres he travels for each trip. When he calculates the distance of his trips at the end of the income year, it shows that his travel was 4,100 km for work purposes.

Theodore works out his work use percentage as:

$$\begin{aligned} &4,100 \text{ work-related kilometres} \div 6,500 \text{ total kilometres} = 0.63 \\ &0.63 \times 100 = 63\% \end{aligned}$$

Theodore also has written evidence of his car expenses of \$1,140 and calculates the decline in value of his car as \$2,445.20, totalling \$3,585.20 for the income year.

He works out his deduction as:

$$\$3,585.20 \times 63\% = \$2,258.67$$

When Theodore claims his deduction for work-related car expenses at question D1, he can only include whole dollars so he must truncate the cents (shorten the amount to exclude the cents).

Theodore can claim a deduction of \$2,258 for car expenses in his tax return.

Where to go next

- Go to question D2 Work-related travel expenses 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to question Total income or loss 2025.

QC 104106

D2 Work-related travel expenses 2025

Complete question D2 to claim a deduction for work travel expenses you incur in the course of performing your work.

Last updated 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for work-related travel expenses as an employee, you must incur the expenses in the course of performing your work. See, [Overnight travel expenses and allowances](#) and [Trips you can and can't claim](#).

Travel expenses include:

- **Taxi ride-share and public transport fares, airfares, short-term car hire, road and bridge tolls and parking fees**
- **Overnight travel expenses**, such as meals, accommodation, and incidental expenses
- **Expenses for a vehicle that isn't yours or isn't a car**, such as
 - expenses for motorcycles
 - expenses for vehicles with a carrying capacity of one tonne or more, or 9 or more passengers, such as utility trucks and minibuses
 - actual expenses, such as petrol, repair and maintenance costs, that you incur to travel in a car someone else owns or leases.

If the travel is partly private, you can claim only the part that relates to work travel.

If you receive assessable income from your work as an employee outside of Australia, that is on an income statement or a *PAYG payment summary – foreign employment*, you must claim any work-related travel expenses you incur in earning that income at this question.

If you receive an award transport payment under an industrial law or award in force on 29 October 1986, see [Award transport payments](#).

If your employer provides a vehicle for you or your relatives' exclusive use (including under a salary sacrifice arrangement) and you or your relatives can use it for non-work purposes:

- you can't claim a deduction for work-related expenses for operating the vehicle, such as petrol, repairs and other maintenance (this is the case even if the expenses relate directly to your work)
- you can claim expenses such as parking, bridge and road tolls for a work-related use of the vehicle, excluding parking at or travelling to

a normal or regular place of work.

If you don't have work-related travel expenses, go to question
D3 Work-related clothing, laundry and dry cleaning expenses.

For more information, see:

- Travel deductions for employees
 - Taxation Ruling TR 2021/1 *Income tax: when are deductions allowed for employees' transport expenses?*
 - Taxation Ruling TR 2021/4 *Income tax and fringe benefits tax: employees: accommodation and food and drink expenses, travel allowances, and living-away-from-home allowances.*
- Shifting places of employment, see Taxation Ruling TR 95/34 *Income tax: employees carrying out itinerant work – deductions, allowances and reimbursements for transport expenses*
- Reasonable allowance amounts, see
 - Taxation Determination TD 2024/3 *Income tax: what are the reasonable travel and overtime meal allowance expense amounts for the 2024–25 income year?*
 - Taxation Ruling TR 2004/6 *Income tax: substantiation exception for reasonable travel and overtime meal allowance expenses*

Meal, accommodation, and incidental expenses

To claim meal, accommodation and incidental expenses, you must incur the expenses when you travel and stay away from your home overnight in the course of performing your work duties. You must also pay for the expenses yourself and not be reimbursed.

You can't claim meal, accommodation and incidental expenses, if the expenses you incur are because:

- you live a long way from where you work because of your personal circumstances
- there is a change to your regular place of work and you live away from your usual residence to be closer to your new regular place of work (living away from home)
- you chose to sleep at or near your workplace rather than returning to your home between shifts.

If you want to claim meal, accommodation and incidental expenses you incur when you travel away overnight for work, use tables 4 and 5 in **Special circumstances 2025** to work out what evidence you need.

Travel allowances for overnight travel

Your employer may pay you a **travel allowance** to cover **travel allowance expenses** you incur when you travel that involves sleeping away from home overnight to perform your employment duties.

Receiving a travel allowance from your employer doesn't automatically mean you can claim a deduction. You can only claim a deduction for the deductible travel allowance expenses that you actually incur.

You don't have to include the allowance at question **2 Allowances, earnings, tips, directors fees etc**, where all the following apply:

- your income statement or payment summary doesn't show the travel allowance
- the travel allowance is equal to or less than the **reasonable allowance amount** for your circumstances
- you have fully spent it on deductible work-related travel expenses.

If you don't include the allowance at question **2**, you can't claim a deduction for these expenses at this question.

What you can't claim as a travel expense

You can't claim expenses relating to **normal trips between your home and work**, except in limited circumstances.

You also can't claim food and incidental expenses if you don't sleep away from your usual residence overnight. For example, if you travel interstate for work purposes but return home the same day.

Don't show at this question

Don't show the following at this section:

- Expenses (apart from bridge and road tolls, and parking fees) relating to a car you own, lease or hire under a hire-purchase agreement, you must claim your deduction at question **D1 Work-related car expenses 2025**.

- Expenses you incur in earning assessable foreign employment income **not** on an income statement or a *PAYG payment summary – foreign employment*, you claim your deductions at question 20 Foreign source income and foreign assets or property 2025.

What you need to answer this question

If your total claim for all work-related expenses is \$300 or less, you need records (such as a document or spreadsheet) to show how you calculate your claim. If you exceed the \$300 limit, you must have **written evidence** of all your expenses (such as receipts or invoices), unless an exception applies.

If you receive a travel allowance from your employer, you may be eligible for the **record keeping exception**.

Written evidence must show:

- the name or business name of the supplier
- the amount of the expense or cost of the asset
- the nature of the goods or services you buy
- the date you buy the goods or services
- the date the document was produced.

Make sure you keep accurate written evidence of travel to make future claims. You may also need to keep other records such as a **travel diary** or **similar record** of your travel activities.

If you want to claim meal, accommodation and incidental expenses you incur when you travel away overnight for work, use tables 4 and 5 in **Special circumstances 2025** to work out what evidence you need.

You need to keep records for 5 years (in most cases) from the date you lodge your tax return.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up all your deductible travel expenses.

Step 2

Write the total amount at question **D2** – label **B**.

Where to go next

- Go to question D3 Work-related clothing, laundry and dry cleaning expenses.
- Return to main menu Individual tax return instructions 2025.
- Go back to question D1 Work-related car expenses 2025.

QC 104107

D3 Work clothing, laundry and dry-cleaning expenses 2025

Complete question D3 to claim a deduction for expenses you incur as an employee for clothing, laundry and dry-cleaning.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for work-related clothing expenses you incur as an employee, the expenses must be for clothing that is:

- **protective clothing and footwear**, such as fire-resistant clothing, sun protection clothing, safety-coloured vests, non-slip nurse's shoes, steel-capped boots, gloves, overalls, aprons, and heavy-duty shirts and trousers (but not jeans) that you wear while working to either
 - protect you from the real and likely risk of illness or injury
 - prevent damage to your ordinary clothes, your work or work environment may cause (you can claim the cost of protective equipment, such as hard hats and safety glasses at **question D5**)
- a **non-compulsory uniform** that your employer registers on the Register of Approved Occupational Clothing (check with your employer if you're not sure)
- a **compulsory uniform** that is a set of clothing or a single item that is distinctive (such as one that has your employer's logo permanently attached to it) and identifies you as an employee of an organisation. Your employer must make it compulsory to wear the uniform through a strictly enforced workplace agreement or policy. Items may include shoes, stockings, socks and jumpers where they are an essential part of a distinctive compulsory uniform and your employers policy specifies the colour, style and type.
- **occupation-specific** that allows people to distinctly identify your occupation (such as the chequered pants a chef wears when working) and aren't for everyday use.

You can also claim the cost of renting work-related clothing from these categories.

Laundry, dry-cleaning and repairs

You can also claim the costs you incur to launder, dry-clean or repair work-related clothing from these categories.

You can't claim the cost of buying or cleaning plain uniforms or clothes, such as black trousers, white shirts, suits or stockings, even if your employer requires you to wear them.

If you launder, dry or iron your work-related clothing, you can use a reasonable basis to calculate the amount, work it out as:

- \$1 per load (if you wash only your work clothes in that load)
- 50c per load (if you mix other clothes in with your work clothes).

Use the actual costs you incur to work out your claim for dry-cleaning and repair expenses.

You must claim at this question any deductible work-related clothing, laundry or dry-cleaning expenses you incur in earning assessable income on an income statement or a *PAYG payment summary – foreign employment*.

If you receive assessable foreign employment income that isn't on an income statement or a *PAYG payment summary – foreign employment*, you must claim your deductions at question 20 **Foreign source income and foreign assets or property 2025**.

For more information, see:

- Taxation Ruling TR 98/5 *Income tax: calculating and claiming a deduction for laundry expenses*
- Taxation Ruling TR 97/12 *Income tax and fringe benefits tax: work related expenses: deductibility of expenses on clothing, uniform and footwear*
- Taxation Ruling TR 2003/16 *Income tax: deductibility of protective items*
- Taxation Ruling TR 94/22 *Income tax: implications of the Edwards case for the deductibility of expenditure on conventional clothing by employees*
- Taxation Determination TD 1999/62 *Income tax: what are the criteria to be considered in deciding whether clothing items constitute a compulsory corporate uniform/wardrobe for the purposes of paragraph 30 of Taxation Ruling TR 97/12?*

If you don't have work-related clothing expenses, go to question D4 **Work-related self-education expenses 2025**.

What you need to answer this question

If your total claim for all work-related expenses is \$300 or less, you need records (such as a document or spreadsheet) to show how you calculate your claim.

If you exceed the \$300 limit, you must have **written evidence** of all your expenses (such as receipts or invoices), except the laundry expenses (excluding dry-cleaning) if they are \$150 or less.

Use the actual costs you incur to work out your claim for dry-cleaning and repair expenses.

Total laundry expenses \$150 or less

If your total claim for work-related laundry expenses is \$150 or less, you can claim a deduction without written evidence. You will however, need a record (like a spreadsheet or document) that shows:

- a description of your work-related clothing
- how you work out the amount of your claim.

If your total work-related expenses exceed the \$300 limit, you can still claim laundry expenses of \$150 or less as part of the \$300 without written evidence. For more information on these limits and evidence you require, see [Record keeping exceptions](#).

You need to **keep records** for 5 years (in most cases) from the date you lodge your tax return.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up all your deductible work-related clothing, laundry and dry-cleaning expenses.

Step 2

Write the total at question **D3** – label **C**.

Step 3

Select the code from the table that describes the main type of clothing you're claiming. Print the letter in the **Claim type** box at question **D3** – label **C**.

Work-related clothing codes

Code	Type of work-related clothing
------	-------------------------------

C	Compulsory work uniform
N	Non-compulsory work uniform
S	Occupation-specific clothing
P	Protective clothing

Where to go next

- Go to question D4 Work-related self-education expenses 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to question D2 Work-related travel expenses 2025.

QC 104108

D4 Work-related self-education expenses 2025

Complete question D4 to claim a deduction for self-education expenses that relate to your employment activities.

Published 27 May 2025

On this page

Things you need to know

What you need to complete this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for work-related self-education expenses, you must incur the cost to:

- undertake a course at an educational institution (whether they lead to a formal qualification or not)
- undertake a course by a professional or industry organisation
- attend a work-related conference or seminar
- complete self-paced learning and study tours (whether within Australia or overseas).

You must be able to show, at the time you incur the expense, it has a sufficient connection to your employment activities.

A self-education expense has a sufficient connection to earning your employment income if it either:

- maintains or improves the specific skills or knowledge you require for your current employment activities
- leads to, or is likely to lead to, an increase in your income from your current employment activities.

You can't claim a deduction for self-education expense that:

- you incur if you aren't employed
- relates only in a general way to your current employment or profession
- will enable you to get new employment.

To make working out your deductions easier, make sure you **keep records** throughout the year. Our myDeductions tool in the ATO app is a record-keeping tool you can use to keep track of your records electronically.

Example: what is sufficient connection with employment

Louis is a computer science student. His studies are system analysis, software design and programming. Louis also works at the university laboratory installing computers. His self-education and job only relate very generally. The work only requires a low

level of computer knowledge which Louis already had before starting his employment.

The high-level professional skills Louis acquires from the self-education are well beyond the skills he requires for his current employment. Consequently, Louis can't claim a deduction for self-education expenses he incurs because it:

- doesn't maintain or improve his specific skills or knowledge he requires for his current job
- relates in only a general way to his current employment
- will enable him to get new employment.

What you can claim at this question

If at the time you incur any of the following expenses, there is a sufficient connection between your self-education and your employment activities, you can claim them as a deduction:

- tuition fees payable under
 - FEE-HELP – this provides assistance to eligible full fee-paying students, who don't receive support from the Commonwealth to pay tuition fees
 - VET Student Loans – this provides assistance to eligible full-fee paying students doing vocational education and training (VET) accredited courses with an approved VET provider
- self-education expenses you pay with your OS-HELP loan – this a loan to cover expenses for eligible students receiving Commonwealth support students who wish to study overseas towards their Australian higher education award
- meal and accommodation expenses during temporary overnight absences from home to participate in self-education
- expenses such as textbooks, stationery, student union fees, student services and amenities fees and certain course fees (apart from those under [What you can't claim at this question](#))
- decline in value of your computer (apportioned depending on private use and use for self-education)

- travel expenses to undertake the deductible self-education course for each of the following trips
 - your home to your place of education back to your home
 - your workplace to place of education back to your workplace
- travel expenses that relate to the first leg of the following trips
 - your home to your place of education back to your workplace
 - your workplace to your place of education back to your home.

For more information on:

- car expenses and how to calculate your deduction, see **Motor vehicle and car expenses**
- travel expenses, see **Overnight travel expenses**
- deductions for decline in value, balancing adjustments and immediate deductions for certain depreciating assets, see **Guide to depreciating assets 2025**.
- deductibility of self-education expenses you incur as an employee, see Taxation Ruling TR 2024/3 *Income tax: deductibility of self-education expenses incurred by an individual*.

What you can't claim at this question

You can't claim contributions or repayments you, or the Australian Government, make under:

- the Higher Education Loan Program (HELP), including FEE-HELP and HECS-HELP
- the Student Financial Supplement Scheme (SFSS)
- the Student Start-up Loan (SSL)
- the Australian Apprenticeship Support Loan (AASL)
- the Vocational Education and Training Student Loan (VSL).

You also can't claim any deductions against government assistance payments, including Austudy, ABSTUDY and Youth Allowance.

If you receive assessable foreign income that isn't on an income statement or a *PAYG payment summary – foreign employment*, you

must claim your deductions against that income at question 20 Foreign source income and foreign assets or property 2025.

What you need to complete this question

If your total claim for all work-related expenses is \$300 or less, you need records (such as a document or spreadsheet) to show how you calculate your claim. If you exceed the \$300 limit, you must have **written evidence** of all your expenses (such as receipts or invoices).

You can use the [Self-education expenses calculator](#) to work out your claim, then go to [Completing your tax return](#).

If you receive assessable income from your work as an employee outside of Australia that shows on an income statement or a *PAYG payment summary – foreign employment*, you must claim any work-related self-education expenses you incur in earning that income at this question.

You need to **keep records** for 5 years (in most cases) from the date you lodge your tax return.

Completing your tax return

To complete this question, add up your self-education expenses under the following 4 categories.

Self-education categories and explanations

Category	Explanation	Amount
A	<p>General expenses that are deductible, including textbooks, stationery, student union fees, student services and amenities fees, course fees, overnight travel expenses and public transport fares</p> <p>Include in this category, car expenses (other than the decline in value of a car) you work out under the 'logbook' method. For more information on how to calculate your deduction for these</p>	\$

	expenses, see Motor vehicle and car expenses .	
B	Deductions for the decline in value of depreciating assets you use for self-education, including computers and cars for which you're claiming deductions under the 'logbook' method	\$
C	Expenses for repairs to items of equipment you use for self-education	\$
D	Car expenses that relate to your self-education that you're claiming deductions for under the 'cents per kilometre' method. If you use the 'cents per kilometre' method, you can't claim a deduction for decline in value or repairs at category B or C .	\$
Total	Add up the work-related self-education expenses A , B , C and D .	\$

Transfer the total amount of work-related self-education expenses to question **D4** – label **D**.

Select the code from the list, that best describes your reason for incurring self-education expenses:

- **K** – The self-education maintains or improves a skill or specific knowledge you require for your employment activities.
- **I** – The self-education was leading to, or was likely to lead to, an increase in income from your employment activities.

Write your code (**K** or **I**) in the **CLAIM TYPE** box at question **D4** – label **D**.

Where to go next

- Go to question **D5 Other work-related expenses 2025**.
- Return to main menu **Individual tax return instructions 2025**.
- Go back to question **D3 Work-related clothing, laundry and dry cleaning expenses 2025**.

D5 Other work-related expenses 2025

Complete question D5 to claim a deduction for other work-related expenses you incur as an employee.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for other work-related expenses, you must:

- incur the expense as an employee
- not claim the expenses elsewhere in your tax return.

These expenses include:

- union fees and subscriptions to trade, business or professional associations
- overtime meal expenses if you receive an **overtime meal allowance** from your employer that is paid under an industrial law, award or agreement, and you
 - buy and consume the meal during your overtime
 - include the amount of the meal allowance as income at question **2**


- keep written evidence, such as receipts, if your claim is more than \$37.65 per meal
- reference books, technical journals and trade magazines
- the work-related portion of tools and equipment, such as a computer or office furniture, and professional libraries; you may be able to claim
 - an immediate deduction for the cost of depreciating assets costing \$300 or less
 - a deduction for the decline in value of an item that cost more than \$300 over its effective life (however, if you no longer own or use an item and you previously claimed a deduction for its decline in value, you may need to make a balancing adjustment), see [Guide to depreciating assets 2025](#)
- the work-related portion of items that protect you from the risk of injury or illness posed by your work or your work environment, such as hard hats, safety glasses and sunscreens (but **not** protective clothing and footwear, that you claim at question **D3**)
- the work-related portion of the following costs
 - interest on money you borrow to buy tools and equipment
 - repair costs for tools or items of equipment
 - phone or internet usage (if you aren't already claiming working from home expenses using the fixed rate method)
 - phone rental, if you can show you're on call or need to regularly phone your employer or clients while away from your workplace
 - **additional running expenses** you incur because you work from home
 - COVID-19 test expenses.

Working from home expenses

There are 2 methods you can choose from to calculate your deduction for working from home expenses. You must meet the eligibility criteria and record-keeping requirements for the method you choose, for the:

- **Fixed rate method** – a rate of 70c per hour you work from home for 2024–25

- This rate covers the additional running expenses that you incur as a result of working from home for energy expenses (electricity and gas), internet and data expenses, mobile and home phone expenses, stationery and computer consumables.
- You don't need a separate home office or dedicated work area to use this method.
- The fixed rate **doesn't** cover the decline in value of depreciating assets you use for work.
- You must have a record of the total number of hours you work from home during the entire income year –for example, a timesheet, roster, a diary or other similar document (an estimate of your hours isn't acceptable).
- You must have at least one record for each of the expenses you incur that the rate per hour includes – for example, if you incur electricity and internet expenses, keep one bill for each expense.
- **Actual cost method** – to claim the actual work-related portion of all your running expenses, which you need to calculate on a reasonable basis.

To work out your deduction, you can use the [Home office expenses calculator](#) .

To work out the method that gives you the best deduction for your situation, see **Working from home expenses**.

For more information, see:

- Taxation Ruling TR 93/30 *Income tax: deductions for home office expenses*
- Taxation Ruling TR 2003/16 *Income tax: deductibility of protective items*
- Taxation Ruling TR 2004/6 *Income tax: substantiation exception for reasonable travel and overtime meal allowance expenses*
- Law administration practice statement PS LA 2001/6 *Verification approaches for electronic device usage expenses*
- Law administration practice statement PS LA 2005/7 *Substantiating an individual's work-related expenses*

- Practical compliance guideline *PCG 2023/1 Claiming a deduction for additional running expenses incurred while working from home – ATO compliance approach.*

What you can't claim as other work-related expenses

You can't claim a deduction for:

- the cost of entertainment, fines and penalties
- private expenses, such as childcare expenses and fees paid to social clubs
- coffee, tea, milk and other general household items your employer may otherwise provide you with at work
- costs that relate to children and their education including buying equipment such as iPads and desks
- the decline in value of items primarily for use in your employment if your employer provides the items, or some or all of the cost of the items are paid or reimbursed by your employer, and the benefit is exempt from fringe benefits tax – items include laptops, portable printers, personal digital assistants, calculators, mobile phones, computer software, protective clothing, briefcases and tools of trade.

Generally, you can't claim a deduction for **occupancy expenses** such as rent, rates, mortgage interest and insurance.

If you don't have any other work-related expenses from the list, go to question D6 Low-value pool deduction 2025.

What you need to answer this question

If your total claim for all work-related expenses is \$300 or less, you need records (such as a document or spreadsheet) to show how you calculate your claim. If you exceed the \$300 limit, you must have **written evidence** of all your expenses (such as receipts or invoices), unless an exception applies.

If you receive an overtime meal allowance, you may need your income statement or *PAYG payment summary – individual non-business*.

If you receive assessable income from your work as an employee outside Australia that shows on an income statement or a *PAYG payment summary – foreign employment*, you must claim any work-related expenses you incur in earning that income at this question. If you haven't already claimed the expense at another question.

If you receive assessable foreign employment income that isn't on an income statement or a *PAYG payment summary – foreign employment*, you must claim your deductions against that income at question **20 Foreign source income and foreign assets or property 2025**.

You need to keep records for 5 years (in most cases) from the date you lodge your tax return.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up all the expenses that you can claim at this question.

To work out the amount you can claim for depreciating assets, use either:

- [Guide to depreciating assets 2025](#)
- [Depreciation and capital allowances tool](#).

Step 2

Write the total amount at question **D5** – label **E**.

Where to go next

- [Go to question D6 Low-value pool deduction 2025](#).
- [Return to main menu Individual tax return instructions 2025](#).
- [Go back to question D4 Work-related self-education expenses 2025](#).

D6 Low-value pool deduction 2025

Complete question D6 to claim a deduction for the decline in value of low-cost and low-value assets.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for the decline in value of **low-cost** and **low-value** assets, you must:

- use the assets in the course of producing assessable income
- allocate them to what we call a **low-value pool**.

Claims for a deduction for the decline in value of other depreciating assets are dealt with at other questions.

Low-cost assets are depreciating assets that cost less than \$1,000.

Low-value assets are depreciating assets that:

- aren't low-cost assets
- on 1 July 2024, have an opening adjustable value of less than \$1,000 under the diminishing value method.

You can have only one low-value pool.

Once you choose to allocate a low-cost asset to the low-value pool, you must allocate to the pool all other low-cost assets you start to hold in that year and in future years. Once allocated, those assets must remain in the pool.

However, you can decide whether to allocate low-value assets to the low-value pool on an asset-by-asset basis.

Assets you can allocate to a low-value pool include assets you use either:

- in your work as an employee (see questions **D1 Work-related car expenses 2025** to **D5 Other work-related expenses 2025**)
- to gain rental income (see question **21 Rent 2025**).

However, if you claim the deduction at this question, don't also claim the deduction at questions **D1** to **D5**, or **21**.

What you can't claim as a low-value asset

You can't include the following in a low-value pool:

- Assets you have previously claimed deductions for using the prime cost method.
- Assets that cost \$300 or less for which you can claim an immediate deduction.
- Assets that you deduct amounts under the simplified depreciation rules for small business entities – for more information, see **Business and professional items schedule instructions 2025**
- Horticultural plants.
- Assets that are primarily for use in your employment, if your employer provides it, pays for it or reimburses you for any of its cost, and the benefit is exempt from fringe benefits tax – including
 - a portable electronic device (such as a laptop, portable printer, personal digital assistant, calculator, mobile phone and portable GPS navigation receiver)
 - computer software
 - protective clothing
 - a briefcase
 - a tool of trade.
- Certain assets you use to conduct research and development activities.

If your low-value pool contains only assets used in business, you should lodge your tax return using myTax or a registered tax agent.

If you're unable to use myTax or a registered tax agent, contact us and we'll send you a tax return that includes the *Business and professional items schedule 2025*.

If you don't allocate assets to a low-value pool in 2024–25 or in a previous year, go to question D7 Interest income deductions 2025.

What you need to answer this question

When you allocate an asset to a low-value pool, you must make a reasonable estimate of the percentage you'll use the asset to produce your assessable income over its effective life (for a low-cost asset) or remaining effective life (for a low-value asset). This estimate is your **taxable use percentage** for the asset.

You work out your low-value pool deduction using a diminishing value rate. A rate of 37.5% generally applies to the pool balance. However, a rate of 18.75% (that is, half the normal pool rate) applies to the **taxable use percentage** of:

- the cost of each low-cost asset you allocate to the pool in 2024–25
- any additional capital costs (such as improvements) you incur in 2024–25 for assets you allocate to the pool in an earlier income year and for low-value assets you allocate to the pool in 2024–25.

For more information, see 'Low-value pools' in the Guide to depreciating assets 2025.

Completing your tax return

To complete this question, follow the steps.

Step 1

Read **example 1** and use [Worksheet 1](#) to work out your total low-value pool deduction. Transfer the amount you work out at worksheet 1 – row **i** to question **D6** – label **K**.

Example 1: using worksheet 1 to work out your low-value pool deduction

Edward buys a printer for \$600 in 2024–25. His employer doesn't pay or reimburse any of the cost of the printer. He decides to allocate it to a low-value pool. He estimates that over its effective life the printer will be used 40% of the time to produce his assessable income as an employee.

He works this out as $\$600 \times 40\% = \240 . Therefore, Edward will write \$240 at worksheet **1** – row **e**.

This is the first year of Edward's low-value pool.

Edward previously claimed deductions under the diminishing value method for a laptop computer he had purchased for \$1,500. His employer didn't pay or reimburse any of the cost of the computer. The laptop's opening adjustable value on 1 July 2024 was \$900.

Edward estimates that he will use it solely to produce his assessable income for its remaining effective life. Edward allocates the laptop to the pool in 2024–25 as it's now a low-value asset.

Edward's Worksheet 1 would look like this:

Edward's Worksheet 1

Row	Low-value pool deduction	Amount
A	The closing balance of the pool for 2023–24	\$0
B	For each low-value asset allocated to the pool in 2024–25, multiply its opening adjustable value (on 1 July 2024) by your taxable use percentage for the asset.	\$900
C	Add rows a and b .	\$900
D	Multiply row c by 0.375.	\$337
E	For each low-cost asset allocated to the pool in 2024–25, multiply its cost (including additional capital costs incurred in 2024–25, such as	\$240

	improvements) by your taxable use percentage for the asset.	
f	For each asset allocated to the pool in a prior income year, and low-value asset allocated to the pool in 2024–25 that you incurred additional capital costs (such as improvements) in 2024–25, multiply the costs by your taxable use percentage for the asset.	\$0
G	Add rows e and f .	\$240
H	Multiply row g by 0.1875.	\$45
I	Add rows d and h .	\$382

The amount at row **i** is the total low-value pool deduction.
Edward shows \$382 at question **D6** – label **K** in his tax return.

Worksheet 1

Row	Low-value pool deduction	Amount
a	The closing balance of the pool for 2023–24. If you didn't have a low-value pool in 2023–24, write 0 (zero).	\$
b	For each low-value asset allocated to the pool in 2024–25, multiply its opening adjustable value (on 1 July 2024) by your taxable use percentage for the asset. Add up the amounts and write in the total.	\$
c	Add rows a and b .	\$
d	Multiply row c by 0.375.	\$
e	For each low-cost asset allocated to the pool in 2024–25, multiply its cost (including additional capital costs incurred in 2024–25, such as improvements) by your taxable use percentage for the asset.	\$

	Add up the amounts and write in the total.	
f	For each asset allocated to the pool in a prior income year, and low-value asset allocated to the pool in 2024–25 that you incurred additional capital costs (such as improvements) in 2024–25, multiply the costs by your taxable use percentage for the asset. Add up the amounts and write in the total.	\$
g	Add rows e and f .	\$
h	Multiply row g by 0.1875.	\$
i	Add rows d and h .	\$

The amount at row **i** is the total low-value pool deduction.

Step 2

You'll need the closing pool balance for 2024–25 to calculate your low-value pool deduction for 2025–26. [Worksheet 2](#) will help you work out the closing balance.

Some common events, such as the sale or disposal of an asset in the low-value pool, or the asset's loss or destruction, result in a 'balancing adjustment event'. If there has been a balancing adjustment event for an asset in the pool, you must reduce the closing pool balance. To do this, you multiply the asset's termination value (generally any proceeds, including any insurance payout, from the event) by your taxable use percentage for the asset. Your closing pool balance is reduced by the amount that results from this calculation.

There is space for you to include this amount in worksheet **2**. If this amount is more than the closing pool balance, you reduce the closing pool balance to nil and include the excess amount at question **24 Other income** in your tax return.

Keep a record of your 2024–25 closing pool balance for next year's tax return.

For more information, see [Guide to depreciating assets 2025](#).

Read **example 2**, then use [Worksheet 2](#) to work out your closing balance.

Example 2: using worksheet 2 to work out your closing pool balance

Following on from example 1 Edward works out his closing balance, using his worksheet 2:

Edward's Worksheet 2

Row	Closing balance for 2024–25	Amount
j	Transfer amount from worksheet 1 – row a .	\$0
k	Transfer amount from worksheet 1 – row b .	\$900
l	Transfer amount from worksheet 1 – row e .	\$240
m	Transfer amount from worksheet 1 – row f .	\$0
n	Add rows j , k , l and m .	\$1140
o	Transfer amount from worksheet 1 – row i .	\$382
p	Subtract row o from row n .	\$758
q	For each pool asset subject to a balancing adjustment event in 2024–25, multiply its termination value by your taxable use percentage for the asset (see Step 2).	\$0
r	Subtract row q from row p . This is your closing pool balance for 2024–25.	\$758

Worksheet 2

Row	Closing balance for 2024–25	Amount
j	Transfer amount from worksheet 1 – row a .	\$
k	Transfer amount from worksheet 1 – row b .	\$
l	Transfer amount from worksheet 1 – row e .	\$
m	Transfer amount from worksheet 1 – row f .	\$
n	Add rows j , k , l and m .	\$
o	Transfer amount from worksheet 1 – row i .	\$
p	Subtract row o from row n .	\$
q	For each pool asset subject to a balancing adjustment event in 2024–25, multiply its termination value by your taxable use percentage for the asset (see Step 2). Add up the amounts and write the total.	\$
r	Subtract row q from row p .	\$

The amount at row **r** is your closing pool balance for 2024–25. You'll need it to calculate your low-value pool deduction for 2025–26.

Where to go next

- Go to question D7 Interest income deductions 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to question D5 Other work-related expenses 2025.

D7 Interest income deductions 2025

Complete question D7 to claim a deduction for expenses you incur in earning interest income you declare at question 10.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for interest income expenses, you must incur expenses in earning interest from any source in Australia. This includes accounts and term deposits held with financial institutions.

Expenses you may incur in earning interest income include:

- bank or other financial institution account-keeping fees for accounts held for investment purposes
- management fees and fees for investment advice relating to changes in the mix of your investments
- interest you paid on money you borrowed to purchase investments.

If you incur expenses when borrowing money for both private use and to purchase investments to produce interest, you can claim only the portion of the expenses relating to the investments.

You can also claim a proportion of the decline in value of your computer based on the percentage of your total computer use that relates to managing your investments. If you use your computer to manage both your investments to produce interest and investments in shares or similar securities, you can claim only the proportion of the decline in value relating to managing those investments once, at either question **D7** or **D8**. If you're claiming a deduction for the decline in value on your computer, see **Guide to depreciating assets 2025**.

If you incur expenses relating to certain overseas investments (or investments in Australia if you're a foreign resident), your claims may be affected by the thin capitalisation rules. These rules may apply if the total of your debt deductions and those of your associates is more than \$2 million for 2024–25. For more information, see **Thin capitalisation – how the rules work**.

What you can't claim as interest income deductions

You can't claim expenses you're charged for drawing up an investment plan unless you're carrying on an investment business, in which case you claim any expenses at **P8 Business income and expenses** in the *Business and professional items schedule 2025*.

If this applies to you, then you should lodge your tax return using **myTax** or a **registered tax agent**. If you're unable to use myTax or a registered tax agent, **contact us** and we'll send you a paper tax return that includes the *Business and Professional items schedule 2025*.

Don't show at this question

Don't show at this question any interest related expenses you incur in:

- earning trust and partnership distributions – show these at question **13** – labels **X** and **Y** in your tax return
- earning foreign source interest – show these at question **20** or question **D15** in your tax return.

If you don't have any interest related deductions, go to question **D8 Dividend deductions 2025**.

What you need to answer this question

You'll need your bank or financial institution statements or passbooks.

If you have joint accounts or other interest-earning investments, show only your share of the joint expenses. If you hold the account or investment equally with one other person, this will be half. Keep a record of how you work out your proportion if you and the other investors or account holders don't share the expenses equally.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up all your deductions for this question.

Step 2

Write the total amount at question **D7** – label **I**.

Where to go next

- Go to question D8 Dividend deductions 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to question D6 Low-value pool deduction 2025.

QC 104112

D8 Dividend deductions 2025

Complete question D8 to claim a deduction for dividend and distributions declared at question 11.

Published 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for dividend expenses, you must incur expenses in earning any income from dividends and distributions. Dividends and distributions income are amounts or credits you receive from Australian companies or as participant in a **dividend reinvestment plan**.

If a listed investment company (LIC) pays you a dividend that includes a capital gain amount, you can claim a deduction of 50% of the LIC capital gain amount at this question. The LIC capital gain amount shows separately on your dividend statement.

What you can claim as a dividend deduction

Dividend expenses you can claim a deduction for may include:

- management fees and fees for investment advice relating to changes in the mix of your investments
- interest you pay on money you borrow to buy shares or similar investments
- costs relating to managing your investments, such as travel and buying specialist investment journals or subscriptions.

You can also claim 50% of the LIC capital gain, see **Listed investment company dividend capital gains concession**.

If you borrow money to buy assets for both private use and income-producing investments, you can claim only the portion of the interest expenses relating to the income-producing investments.

Interest you incur on investments you make using a capital protected borrowing may not be fully deductible. To help determine if you can deduct the full amount, see **Capital protected products and borrowings**.

If you incur expenses relating to certain overseas investments (or investments in Australia if you're a foreign resident), the thin capitalisation rules may affect your deductions. These rules may apply if the total of your debt deductions and those of your associates are

over \$2 million for 2024–25. For more information, see [Thin capitalisation – how the rules work](#).

For more information on deductions you can claim, see [Dividend income deductions](#).

You can also claim the decline in value of your computer using the percentage of your total computer use that relates to managing your investments. If you use your computer to manage both your investments to produce interest and investments in shares or similar securities, you can claim only the proportion of the decline in value relating to managing those investments once, at either question **D7** or **D8**. If you're claiming a deduction for the decline in value of your computer, see [Guide to depreciating assets 2025](#).

What you can't claim as a dividend deduction

You can't claim expenses for:

- financial advice you receive from someone who isn't either a:
 - tax agent with a current Tax Practitioners Board registration
 - qualified tax relevant provider with a current Australian Securities and Investments Commission registration
- some interest expenses where you borrow money under a capital protected product or borrowing
- brokerage fees and other transaction costs.

You also can't claim expenses for charges on an investment proposal before the acquisition of an asset unless you're carrying on an investment business, in which case you claim any expenses at **P8 Business income and expenses** in the *Business and professional items schedule 2025*.

If this applies to you, then you should lodge your tax return using [myTax](#) or a [registered tax agent](#). If you're unable to use myTax or a registered tax agent, [contact us](#) and we'll send you a paper tax return that includes the *Business and Professional items schedule 2025*.

Don't show at this question

Don't show at this question any dividend expenses you incur in:

- earning trust and partnership distributions – show these at **question 13** – labels **X** and **Y** in your supplementary tax return
- earning foreign source dividends – show these at **question 20** or **question D15** in your tax return.

If you don't have any dividends or distributions deductions, go to **question D9 Gifts or donations 2025**.

What you need to answer this question

You may need written evidence of your dividend and distribution expenses. Most of the records you need will be given to you by the company, the fund manager or your stockbroker. These may include receipts for subscriptions and bank statements showing the interest and bank fees you pay. See, **Keeping records of shares and units**.

You'll also need your LIC dividend statement which shows the capital gain amount. Show dividends you receive from a LIC at **question 11**.

If you have joint share investments or similar investments, show only your share of the joint expenses. If you hold the investment equally with one other person, this will be half. Keep a record of how you work out your proportion if you and the other investors don't share the expenses equally.

If you don't have dividend deductions, go to **question D9 Gifts and donations 2025**.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up all your deductions for this question.

Step 2

Write the total amount at **question D8** – label **H**.

Where to go next

- Go to **question D9 Gifts or donations 2025**.

- Return to main menu Individual tax return instructions 2025.
- Go back to question D7 Interest deductions 2025.

QC 104113

D9 Gifts or donations 2025

Complete question D9 to claim a deduction for gifts or donations you make to a deductible gift recipient organisation.

Last updated 27 May 2025

On this page

Things you need to know


What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

To claim a deduction for gifts or donations you make, you need a receipt from an organisation that has a **deductible gift recipient** (DGR) status.

Your receipt will usually indicate whether you can claim a deduction for the gift or donation. If you're not sure, you can check with the organisation. If you're still not sure, go to abn.business.gov.au  to find out whether the organisation is an approved organisation.

Approved DGR organisations include:

- certain funds, organisations or charities which provide help in Australia
- some overseas aid funds

- school building funds
- some environmental or cultural organisations.

What you can claim

The amount you can claim as a deduction depends on the type of gift. You can claim a deduction for:

- voluntary gifts of money \$2 or more made to an approved DGR organisation, including
 - net contributions of more than \$150 for a fund-raising event (for further conditions, see **Special circumstances 2025**)
 - donations you make through your employer's payroll system (known as 'workplace giving')
 - bucket donations
 - you can claim a total deduction of up to \$10 for those donations for the income year without a receipt
 - to claim donations more than \$10, you need a receipt
- contributions of \$2, or more to
 - a registered political party
 - an independent candidate in an election for parliament
 - an individual who was an independent member of parliament during 2024–25 or, in limited circumstances, had been an independent member
- a donation to an approved DGR organisation of shares listed on an approved stock exchange that
 - are valued at \$5,000 or less
 - you acquired at least 12 months before making the gift
- a donation to a **private ancillary fund**
- entering into a **conservation covenant**.

For more information on what a gift is and examples of gifts, see **Gifts and donations**.

If you make donations in a joint name, include only your share.

For more information about the rules for deductions, see **Special circumstances 2025** for:

- gifts of property, such as land and artworks
- contributions to fund-raising events
- gifts of shares valued at \$5,000 or less
- contributions and gifts to registered political parties and independent candidates and members.

If you don't make gifts or donations you can claim as a deduction, go to question D10 **Cost of managing tax affairs 2025**.

What you can't claim as a gift or donation

You can't claim a deduction for a gift or donation if you receive something in return –for example, raffle tickets or dinner, except in certain fund-raising events. See, **Deductions for contributions relating to fund-raising events** in **Special circumstances 2025**.

You can't claim a tax deduction for donations made to social media or crowdfunding platforms unless they are a registered DGR.

If you make donations under a salary sacrifice arrangement, you can't claim a deduction for the donation in your tax return.

What you need to answer this question

You'll need receipts of all the tax-deductible gifts, donations and contributions you want to claim or a signed letter from eligible organisations confirming the amount of your donation or contribution.

However, if you make one or more small cash donations, each of \$2 or more, to bucket collections – for example, to collections conducted by a DGR for natural disaster victims – you can claim a total tax deduction of up to \$10 for those donations for the income year without a receipt.

In some cases, you can also use other records for substantiation, such as:

- donations made on web or phone over \$2, your web receipt or credit card statement is sufficient
- donations through third parties, such as banks and retail outlets, the receipts they give you're also sufficient

- contributions through 'workplace-giving', your income statement or payment summary shows the amount you donated.

For information about the rules and what records you need, see **Tax deductible donations**:

- for cultural, environmental and heritage property gifts
- when entering into conservation covenants
- if you choose to spread over 5 years your deduction for certain types of gifts.

Completing your tax return

To complete this question, follow the steps.

Step 1

Add up the amounts of all gifts and donations you can claim.

Step 2

Write the total at question **D9** – label **J**.

Where to go next

- Go to question **D10** Cost of managing tax affairs 2025.
- Return to main menu **Individual tax return instructions 2025**.
- Go back to question **D8** Dividend deductions 2025.

QC 104114

D10 Cost of managing tax affairs 2025

Complete question D10 to claim a deduction for expenses you incur in managing your tax affairs.

Published 27 May 2025

On this page

Things you need to know

Completing your tax return

Where to go next

Things you need to know

To claim a deduction at this question you must incur expenses for managing your tax affairs, including:

- the preparation and lodgment of your tax return and activity statements, including the costs associated with
 - buying tax reference material
 - tax return preparation courses
 - lodging your tax return through a registered tax agent
 - obtaining tax advice from a **recognised tax adviser** (fees you pay to a recognised tax adviser are deductible in the year you incur them)
 - dealing with us about your tax affairs
 - purchasing software to allow the completion and lodgment of your tax return – you must apportion the cost if you also use the software for other purposes.
- travel to obtain tax advice from a recognised tax adviser
- obtaining a valuation needed for a deductible donation of property or for a deduction for entering into a conservation covenant, see Gifts of property in **Special circumstances 2025**.
- litigation costs you incur in managing your tax affairs, including
 - court fees
 - Administrative Review Tribunal fees (previously Administrative Appeals Tribunal)
 - solicitor, barrister and other legal costs.
- certain interest charges we impose on you

- amounts we charge you for underestimating a varied goods and services tax (GST) instalment or pay as you go (PAYG) instalment
- expenses for complying with your legal obligations relating to another person's or other entity's tax affairs, including
 - complying with the PAYG withholding obligations – for example, where you withhold tax from a payment to a supplier because the supplier doesn't quote an ABN
 - providing information that we request about another taxpayer.

You **incur** an expense in 2024–25 when:

- you receive a bill or invoice for an expense that you're liable for and have to pay (even if you pay it after 30 June 2025)
- you don't receive a bill or invoice, but you're charged, and you pay for the expense.

If you don't incur any expenses in managing your tax affairs, go to question **Deductions in the supplementary tax return 2025**.

What you can't claim as a cost of managing your tax affairs

You can't claim a deduction for:

- tax shortfall and other penalties for failing to meet your obligations
- tax advice you receive from a person who isn't a **recognised tax adviser**
- receiving financial advice that isn't in relation to managing your tax affairs
- any judgment debt interest that you have to pay as a result of a court case involving your tax affairs.

Completing your tax return

To complete this question, follow the steps.

Step 1

Separate the costs of managing your tax affairs into the following 3 components:

- interest charged by the ATO
- litigation costs
- other expenses incurred in managing your tax affairs.

Step 2

Add up the costs for each component.

Step 3

Write the total cost for each component at question **D10** as follows:

- interest charged by the ATO at label **N**
- litigation costs at label **L**
- other expenses incurred in managing your tax affairs at label **M**.

Where to go next

- Go to Deductions in the supplementary tax return 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to question D9 Gifts or donations 2025.

QC 104115

Deductions in the supplementary tax return 2025

Complete label D if you claim deductions in the supplementary section in your tax return.

Last updated 27 May 2025

On this page

Things you need to know

What you need to answer this question

Completing your tax return

Where to go next

Things you need to know

You need to complete supplementary tax return if you have any of the following types of deductions:

- Deductible amount of the undeducted purchase price of a foreign pension or annuity.
- Personal superannuation contributions.
- Certain capital expenditure that directly connects with a project.
- Forestry managed investment scheme deductions.
- Election expenses for local, territory, state or federal candidates.
- Certain deductible capital expenditure you haven't claimed in full before ceasing a primary production business.
- Non-capital losses you incur on the disposal or redemption of a traditional security.
- Insurance premiums paid for income protection, sickness and accident cover.
- Deductible foreign exchange losses.
- Debt deductions you haven't claimed elsewhere that you incur in earning assessable income or in earning certain foreign non-assessable non-exempt income.
- Amounts deductible for certain business-related capital expenditure under section 40-880 of the *Income Tax Assessment Act 1997*, either
 - over 5 income years (sometimes known as the 'blackhole' expenditure rule)
 - immediately as start-up expenses relating to the structure or operation of a business that is proposed to be carried on.

- Small business pool deductions for depreciating assets that you allocate to a pool under the simplified depreciation rules, and you no longer carry on any business.
- A deduction for the net personal services income loss of a personal services entity that relates to your personal services income.

If you don't have any of these deductions, go to **Total deductions 2025**.

What you need to answer this question

You can get a copy of the *Tax return for individuals (supplementary section) 2025*. You may also need to read *Supplementary tax return instructions 2025*.

Completing your tax return

After completing all details that are relevant to your circumstances in the *Tax return for individuals (supplementary section) 2025*, transfer the **Total supplement deductions** amount to the **Deductions** section – label **D** in your *Tax return for individuals 2025*.

Where to go next

- Go to **Total deductions 2025**.
- Return to main menu **Individual tax return instructions 2025**.
- Go back to question D10 **Cost of managing tax affairs 2025**.

QC 104116

Total deductions 2025

Complete the total deductions section of your tax return.

Published 27 May 2025

On this page

Completing your tax return

Where to go next

Completing your tax return

To complete this question, follow steps.

Step 1

Add up the deductions you claimed at questions **D1** to **D10** and label **D** in the **Deductions** section of your tax return. If you didn't claim any deductions in your supplementary tax return, you won't have an amount at question **D**.

Step 2

Write the answer at **TOTAL DEDUCTIONS** in your tax return.

Where to go next

- Go to Subtotal 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to Deductions in the supplementary tax return 2025.

QC 104117

Subtotal 2025

Complete the subtotal section in your tax return.

Published 27 May 2025

On this page

Completing your tax return

Where to go next

Completing your tax return

If you show income at **Total income or loss** in your tax return:

- subtract the amount at **Total deductions** from the amount at **Total income or loss**
- write the result at **Subtotal**
- if the amount at **Subtotal** is less than zero, print **L** in the **Loss** box.

If you show a loss at **Total income or loss** in your tax return:

- add the amount at **Total deductions** to the amount at **Total income or loss**
- write the result at **Subtotal**
- print **L** in the **Loss** box.

Where to go next

- Go to question L1 Tax losses of earlier income years 2025.
- Return to main menu Individual tax return instructions 2025.
- Go back to Total deductions 2025.

QC 104118

Our commitment to you

We are committed to providing you with accurate, consistent and clear information to help you understand your rights and entitlements and meet your obligations.

If you follow our information and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we will take that into account when determining what action, if any, we should take.

Some of the information on this website applies to a specific financial year. This is clearly marked. Make sure you have the information for the right year before making decisions based on that information.

If you feel that our information does not fully cover your circumstances, or you are unsure how it applies to you, contact us or seek professional advice.

Copyright notice

© Australian Taxation Office for the Commonwealth of Australia

You are free to copy, adapt, modify, transmit and distribute this material as you wish (but not in any way that suggests the ATO or the Commonwealth endorses you or any of your services or products).