GENERAL TAXPAYERS INSTRUCTIONS NAT 4089-6.2009

SEGMENT AUDIENCE FORMAT PRODUCT ID



Capital allowances schedule instructions 2009

To help you complete your capital allowances schedule for 1 July 2008 – 30 June 2009

These instructions will help you complete your *Capital allowances schedule 2009* (NAT 3424).

There is a 'sample only' schedule at the back of this publication. If you would like a blank schedule, phone our Publications Distribution Service on **1300 720 092**.

You need only one schedule for all your depreciating assets. You do not need to complete a separate schedule for each asset.

These instructions include worksheets to help you complete the schedule. Do not lodge the worksheets with your tax return.

YOU MAY NEED:

- instructions for the relevant income tax return or the publication *Business and professional items 2009* (NAT 2543) and the *Business and professional items* schedule for individuals 2009 (NAT 2816)
- Guide to depreciating assets 2009 (NAT 1996).



For more information:

- visit the Tax Office website at www.ato.gov.au
- phone us on 13 28 61.

OUR COMMITMENT TO YOU

We are committed to providing you with guidance you can rely on, so we make every effort to ensure that our publications are correct.

If you follow our guidance in this publication and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we must still apply the law correctly. If that means you owe us money, we must ask you to pay it but we will not charge you a penalty. Also, if you acted reasonably and in good faith we will not charge you interest.

If you make an honest mistake in trying to follow our guidance in this publication and you owe us money as a result, we will not charge you a penalty. However, we will ask you to pay the money, and we may also charge you interest.

If correcting the mistake means we owe you money, we will pay it to you. We will also pay you any interest you are entitled to.

If you feel that this publication does not fully cover your circumstances, or you are unsure how it applies to you, you can seek further assistance from us.

We regularly revise our publications to take account of any changes to the law, so make sure that you have the latest information. If you are unsure, you can check for a more recent version on our website at **www.ato.gov.au** or contact us.

This publication was current at May 2009.

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DO YOU NEED TO COMPLETE A CAPITAL **ALLOWANCES SCHEDULE 2009?**

Small business entities who have chosen to use the simplified depreciation rules and individual taxpayers not carrying on a business do not need to complete a schedule. Other taxpavers need to answer the questions below. If you answer 'yes' to any part of the questions, you need to complete a Capital allowances schedule 2009.

QUESTION 1: Did you have more than \$15,000 at any of the following labels on your income tax return?

Label	Where label found	Yes	No
Depreciation expenses (see note)	All tax returns except fund income tax return		
Deduction for decline in value of depreciating assets	Company tax return and fund income tax return		
Low-value pool deduction	Tax return for individuals		

QUESTION 2: Did you have more than \$75,000 at either of the following labels on your income tax return?

Label	Where label found	Yes	No
Intangible depreciating assets first deducted	All tax returns except fund income tax return and self managed superannuation fund annual return		
Other depreciating assets first deducted	All tax returns except fund income tax return and self managed superannuation fund annual return		

QUESTION 3: Did you have more than \$1,000 shown at either of the following labels on your income tax return?

Label	Where label found	Yes	No
Deduction for project pool	All tax returns except fund income tax return		
Business deduction for project pool	Business and professional items section of tax return for individuals		

SMALL BUSINESS ENTITIES

Broadly, a small business entity is a business with an aggregated turnover of less than \$2 million.

You do not include information in this schedule about depreciating assets that are subject to the small business entity simplified depreciation rules – see our publication Concessions for small business entities (NAT 71874) for information about these rules.

TAXPAYER INFORMATION

In the spaces provided at the top of the schedule. complete your entity's:

- tax file number (TFN)
- Australian business number (ABN), if any, and

Make sure the schedule is signed by an appropriately authorised person when completed.

PART A - DEPRECIATING ASSETS FIRST **DEDUCTED IN THE 2009 INCOME YEAR**

This part requires information about any depreciating assets, tangible or intangible, whose decline in value you are claiming for the first time this income year – for example, assets that you start to use for a taxable purpose this income year. You can only include assets that:

- are covered by the uniform capital allowance system (UCA), and
- you have used for a taxable purpose.

A taxable purpose is:

- the purpose of producing assessable income
- the purpose of exploration or prospecting
- the purpose of mining site rehabilitation, or
- environmental protection activities.

If you did not complete the items Intangible depreciating assets first deducted or Other depreciating assets first deducted on your tax return or on the Business and professional items schedule for individuals 2009, you do not need to complete this part of the schedule. Go to part B.

See the Guide to depreciating assets 2009 for information about the UCA and for more information on any of the terms referred to in this part.

NOTES

- 1 Do not include assets you acquired this year for which you are not claiming a deduction for decline in value. You will include those assets in the year vou begin to claim deductions for them.
- 2 For A, B and C, include the cost of assets for which the UCA provides a specific treatment. For example, include the cost of:
 - low-cost assets that have been allocated to a low-value pool
 - primary production assets, and
 - assets used in exploration or prospecting.
- 3 For A and B, do not include capital expenditure you have allocated to a software development pool for the income year.
- 4 The cost of an asset may not be the same as its purchase price. The purchase price may be adjusted in certain circumstances - for example, to the car limit (which then becomes the first element of its cost).
- 5 The cost shown in part A should include any amounts included in the second element of cost. For more information on cost, see the Guide to depreciating assets 2009.

Item 1: Total cost of depreciating assets (excluding motor vehicles)

Assets each costing less than \$1,000

At A, write the total cost of all depreciating assets:

- that cost less than \$1,000 each, and
- for which you are claiming a deduction for decline in value for the first time this income year.



NOTE

Do not include motor vehicles. These are included at item 3.

Item 2: Total cost of depreciating assets (excluding motor vehicles)

Assets each costing \$1,000 or more

At **B**, write the total cost of all depreciating assets:

- that cost \$1,000 or more each, and
- for which you are claiming a deduction for decline in value for the first time this income year.



NOTE

Do not include motor vehicles. These are included at item 3.

Item 3: Total cost of motor vehicles

At C, write the total cost of all motor vehicles for which you are claiming a deduction for decline in value for the first time this income year.



NOTE

Do not include the cost of cars for which you have calculated car expenses using the cents per kilometre method or the 12% of original value method as you cannot deduct an amount for the decline in value of these cars under the UCA.

Item 4: Self-assessed effective life

For most depreciating assets, you can choose either

- to work out the effective life yourself (self-assess), or
- to use an effective life determined by the Commissioner.

If you have adopted the Commissioner's effective life determination for all your depreciating assets included at A, B and C, print X in the No box at D. Go to part B of this schedule.

If you have self-assessed the effective life of any of your depreciating assets included at A, B or C, print X in the Yes box at D. Go to E and F.

At **E**, write the total cost of all your depreciating assets (excluding motor vehicles) for which you:

- self-assessed the effective life, and
- claimed a deduction for decline in value for the first time this income year.

At **F**, write the total cost of all your motor vehicles for which you:

- self-assessed the effective life, and
- claimed a deduction for decline in value for the first time this income year (see note to item 3 above).

Go to part B of this schedule.

PART B - FOR ALL DEPRECIATING ASSETS

This part requires information about all your depreciating assets. You can only include assets that:

- are covered by the UCA, and
- you have used for a taxable purpose.

For more information on any of the terms referred to in this part, see the *Guide to depreciating assets 2009*.

Item 1: Information from depreciating assets worksheet

Worksheet 1: Depreciating assets has been reproduced from the *Guide to depreciating assets 2009*. The letters **G**, **H**, **I**, **J** and **K** on the worksheet correspond to the same labels on the *Capital allowances schedule 2009*. Transfer the amounts from the labels on worksheet 1 to the corresponding labels on the schedule.

At **J**, on both worksheet 1 and the schedule, do not include any amounts from a low-value pool.

In some cases you may need two copies of worksheet 1, for example, if you have both primary production and non-primary production assets. If you are using more than one copy of worksheet 1, add up the amounts at each label on each worksheet and transfer the total to the corresponding label on the schedule.

Do not include information about the decline in value of depreciating assets that are:

- deductible under the specific primary production provisions of the UCA such as water facilities, horticultural plants and grapevines (some of the concepts used to work out the decline in value of these assets are different from those used in the worksheet), or
- allocated to a low-value pool (these assets are covered by worksheet 2 and are dealt with at item 2).
- At **G**, write the total assessable income you have from balancing adjustment events occurring for your depreciating assets (this type of assessable income may arise if, for example, you disposed of a depreciating asset for more than its adjustable value). The total assessable income from balancing adjustment events is the amount at **G** on worksheet 1. If you do not have any assessable balancing adjustment amounts this income year, leave this label blank.

- At **H**, write the total deductible amount you have from balancing adjustment events occurring for your depreciating assets (this type of deduction may arise if, for example, you disposed of a depreciating asset for less than its adjustable value). The total deduction is the amount at **H** on worksheet 1. If you do not have any deductible balancing adjustment amounts this income year, leave this label blank.
- At II, write the total amount of your deductions for decline in value calculated using the prime cost method. This amount is found at I on worksheet 1. If you have not calculated any of your deductions for decline in value using the prime cost method, leave this label blank.
- At **J**, write the total amount of your deductions for decline in value calculated using the diminishing value method. This amount is found at **J** on worksheet 1. Do not include amounts from a low-value pool, as these are covered by worksheet 2 and are included at item **2**. If you have not calculated any of your deductions for decline in value using the diminishing value method, leave this label blank.
- At **K**, write the total of the adjustable values of your depreciating assets as at the end of this income year. This amount is found at **K** on your worksheet 1.

WORKSHEET

WORKSHEET 1: Depreciating assets	Depreciat	ing asset		Primary production only	ion only	Non-prin	Non-primary production only	on only							
				Ba	Balancing adjustment events	stment eve	nts		Decline in value	value			Deduction in va	Deduction for decline in value	
Description of asset	Date of acquisition	Cost	Opening adjustable	Date	Termination value	1 1	Balancing adjustment amounts	Effective life	Percentage Prime cost Diminishing rate	Prime cost			Prime cost	Prime cost Diminishing value	Adjustable value at
			value			Assessable	Assessable Deductible					percentage			end of year
					Subtotal		I	Amount to k Do not inclu	Amount to be claimed as a deduction Do not include in Total deduction for	a deduction		Totals	_	J	エ
			Less ba	Less balancing adjustment relief	stment relief			decline in v	alue						
	Do no	t include in 1	Assessable income Do not include in Total deduction for decline in value	Assess	able income ine in value				Ĕ	Total deduction for decline in value	on for decli	ne in value			

NOTE

You need to include any amounts at **G**, **H**, **I**, **J** and **K** on your *Capital allowances schedule 2009* and ensure any amounts at **G** and **H** are included on your tax return.

Worksheet 1 is provided to help you complete the schedule. Do not include it with your tax return.

Item 2: Information from low-value pool worksheet

Worksheet 2: Low-value pool has also been reproduced from the *Guide to depreciating assets 2009*. The labels L, M, N, O, P and Q on the worksheet correspond to the same labels on the *Capital allowances schedule 2009*. Transfer the amounts from the labels on worksheet 2 to the corresponding labels on the schedule.

- At **L**, write the closing pool balance of your low-value pool for the previous income year. This amount is found at **L** on worksheet 2.
- At **M**, write the total cost (as at the end of this income year) of all the low-cost assets allocated to your low-value pool this income year. Show the cost before any adjustment for taxable use percentage. This amount is found at **M** on worksheet 2.
- At \mathbb{N} , write the total of the opening adjustable values of all low-value assets allocated to the low-value pool in this income year. This amount is found at \mathbb{N} on worksheet 2.
- At **O**, write the total of any amounts included in the second element of cost of assets in the low-value pool at the start of this income year and of low-value assets added to the pool in this income year. Amounts spent on improving an asset are an example of a second element of cost. Show the second element of cost before any adjustment for taxable use percentage. This amount is found at **O** on worksheet 2.
- At **P**, write the closing balance of the low-value pool for this income year. This amount is found at **P** on worksheet 2.
- At **Q**, write the total termination values of assets in the low-value pool for which a balancing adjustment event occurred. Generally, the termination value is what you receive or are taken to have received for the asset as a result of a balancing adjustment event, such as the proceeds from selling the asset. Show the termination value before any adjustment for taxable use percentage. This amount is found at **Q** on worksheet 2.

Item 3: Recalculation of effective life

You may recalculate the effective life of assets in certain circumstances if the effective life you have been using is no longer accurate. There are also circumstances where you must recalculate the effective life of a depreciating asset.

If you have not recalculated the effective life of any of your depreciating assets in this income year, print ${\bf X}$ in the ${\bf No}$ box at ${\bf R}$. Go to part C.

If you have recalculated the effective life of any of your depreciating assets this income year, print **X** in the **Yes** box at **R**. Go to **S** and **T**.

- At S, write the total opening adjustable value of any depreciating assets (excluding motor vehicles) for which you recalculated the effective life this income year.
- At **T**, write the total opening adjustable value of any motor vehicles for which you recalculated the effective life this income year. Go to part C.

WORKSHEET 2: Low-value pool

events	(g) Taxable Reduced TV use TV percentage (f) × (g)							Totals H				
Balancing adjustment events	(f) Termination value (TV)							ø				
Balancin	Description of asset for which balancing adjustment event occurred											
Reduced	cost of LCA or reduced second element of cost [(c) or (d)] × (e)							Ш	ь			
(e)	Taxable use percentage							Subtotal	E × 18.75% F			hat amount t amount
(p)	Second element of cost							0		ڻ ت	*	ative, include 1 ing adjustmeni zero.
(c)	Cost of LCA							Σ		Decline in value (D + F)	Closing pool balance $(C + E - G - H)$	erwise be negre as a balanci
	Description of low-cost asset (LCA) or second element of cost of asset in pool							Totals M		Decline in	Closing p	* If amount at P would otherwise be negative, include that amount in your assessable income as a balancing adjustment amount and reduce the amount shown at P to zero.
	Reduced OAV of LVA (a) × (b)							4	L	O	۵	
(Q)	Taxable use percentage							Subtotal	oool balance income year	Sum of A and L	C×37.5% D	
(a)	Opening adjustable value (OAV) of LVA							z	Add closing pool balance for previous income year	Sun		
	Description of low-value asset (LVA)							Total				

NOTE

You need to include any amounts at L, M, N, O, P and Q on your Capital allowances schedule 2009.

Worksheet 2 is provided to help you complete the schedule. Do not include it with your tax return.

PART C - PROJECT POOLS

This part requires information on project amounts. You can deduct amounts over the project life of a project for project amounts allocated to a project pool. If you do not have any project pools, you do not need to complete this section. Go to part D.

See the *Guide to depreciating assets 2009* for information on project amounts and how to work out your deductions.

Item 1: Project pools

- At **U**, write the number of project pools you have. A separate project pool is required for each project.
- At **V**, write the total closing pool value of all your project pools for the previous income year.
- At **W**, write the total closing pool value of all your project pools for this income year.

The closing pool value of a project pool is:

- the closing pool value for the previous year (if any) plus
- any project amounts allocated for the year less
- the deduction for project amounts for the year (worked out assuming the project operates wholly for a taxable purpose).

Item 2: Amounts allocated this income year

- At X, write the total of any amounts allocated to a project pool this income year which were incurred for environmental assessments for the project. If you have not allocated any such amounts to a project pool, leave this label blank.
- At Y, write the total of any amounts you have allocated to a project pool for mining capital expenditure or transport capital expenditure incurred this income year. If you have not allocated any such amounts to a project pool, leave this label blank.
- At **Z**, write the total of all other project amounts you have allocated to a project pool this income year. If there were no other project amounts, leave this label blank.

PART D - ENTITIES ENGAGED IN EXPLORATION OR PROSPECTING

This part requires information on your deductions for the decline in value of depreciating assets used in exploration or prospecting. If you did not claim any deductions for depreciating assets used in exploration or prospecting, you do not need to complete this part.

- At A, write the total of your deductions for decline in value of intangible depreciating assets used in exploration or prospecting.
- At **B**, write the total of your deductions for decline in value of other depreciating assets used in exploration or prospecting.

CHECK THAT YOU HAVE...

- filled in the identification information required at the top of the schedule (TFN, ABN and entity name)
- completed all the labels that are relevant to your circumstances, and
- signed the schedule in the signature box on page 11 or arranged for it to be signed by an appropriately authorised person.

If there are any errors, your schedule may be ineffective and will be returned to you to complete correctly. Returns lodged without all the required schedules may not be considered to have been lodged in the approved form. If you fail to lodge all schedules by the due date, a penalty may be applied.

Notes	

Australian Government **Australian Taxation Office**

Capital allowances

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schedule



Read Capital allowances schedule instructions 2009 available on our website www.ato.gov.au for instructions on how to complete this schedule.

Print neatly in BLOCK LETTERS with a black or blue ballpoint pen only. Print one letter or number in each box. Do not use correction fluid or tape.

Tax file number (TFN) See Privacy not	e on page 2 of this schedule.	Australian busines	ss number (ABN)	
Name of entity		Siç	gnature	
Part A Depreciating assets	first deducted in the 20	09 income yeaı	r	
1 Total cost of depreciating as Assets each costing less than \$1,		A		
2 Total cost of depreciating as Assets each costing \$1,000 or mo		B		
3 Total cost of motor vehicles		C		D6
4 Self-assessed effective life	Have you sel effective life of any of	f-assessed the f these assets?		X in the priate box.
	Donusiativa sasata	If yes , com	nplete E and/or F . If n	o, go to part B.
TILL 1 (-1 () ()	Depreciating assets (excluding motor vehicles)	^_	Motor vehicle	es
Total cost of assets for which effective life self-assessed		pg F		
Part B For all depreciating	assets			
1 Information from depreciating assets worksheet		sable balancing ment amounts		
docoto workened.	Total deduc adjust	ctible balancing H		
	Total deduction for de	cline in value - I		- De
	Total deduction for de			
	Total adjustable at end of incom			06
2 Information from low-value pool worksheet		ool balance for us income year		
•	Total co assets all	ost of low-cost located to pool		
	Total opening adjus low-value assets all	stable values of N		
		element of cost ocated to pool		
	Closing for the	g pool balance lis income year		.06
	Total termination values of for which balancing adjustment	pooled assets		
3 Recalculation of effective life	Did you recalculate any of your assets this		es I No I I	X in the priate box.
CHECHAC IIIC		If yes , con	nplete S and/or T. If n	o, go to part C.
	Depreciating assets			
Total opening adjustable values of assets for which effective life	(excluding motor vehicles)		Motor vehicle	es
recalculated NAT 3424–6.2009	IN CONFIDENCE who		ا ــــا اــــا اــــا اــــا	PAGE 1

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Part C Project pools

1 Project pools

Number of p	project pools
Total closing pool values for previous income year	V _, oc
Total closing pool values for this income year	W
Total amounts incurred for	

2 Amounts allocated this income year

Total amounts incurred for environmental assessments	X
Total mining capital expenditure and/ or transport capital expenditure	Y06
Total of other project amounts	Z

Part D	Entities engaged in exploration or	prospecting	d

•						
Total deduction for	decline in value of i assets used in expl	ntangible depreci oration or prospe	iating A			-00
Total deductio	n for decline in value assets used in expl	e of other depreci oration or prospe	iating B			-00

Is your Capital allowances schedule 2009 complete?

Make sure you have completed your *Capital allowances schedule 2009* correctly. If there are any errors your schedule may be ineffective and will be returned to you to complete correctly.

Before you sign the Capital allowances schedule 2009, check that:

- you have included your tax file number (TFN) at the top of page 1 of the schedule
- you have included your Australian business number (ABN) at the top of page 1 of the schedule
- your name is printed on page 1 of the schedule
- you have completed the appropriate parts of the schedule.

Ensure your Capital allowances schedule 2009 is attached to your tax return.

Privacy: The Tax Office is authorised by the *Taxation Administration Act 1953* to request you to quote your TFN. It is not an offence not to quote your TFN. However, your assessment will be delayed if you do not quote your TFN. The Tax Office is authorised by the *Income Tax Assessment Act 1936* and the *Income Tax Assessment Act 1997* to ask for information on this schedule. We need this information to help us to administer the taxation laws. We may give this information to other government agencies as authorised in taxation law – for example, benefit payment agencies such as Centrelink and the Department of Education, Employment and Workplace Relations; law enforcement agencies such as state and federal police; and other agencies such as the Child Support Agency and the Australian Bureau of Statistics.