

# BUSINESS CHECKLIST



## SOFTWARE

- Access to Accounting Software i.e. XERO / MYOB  
*please invite - [software@northwestitp.com.au](mailto:software@northwestitp.com.au)*

## STRUCTURES >> TRUST, PARTNERSHIP & COMPANY

- Link ITP - 24627922 via Agent linking



## GENERAL DOCUMENTS

- Loan Documents for Business Loans
- Business Assets Purchased & Sold
- Business Related Receipts & Expenses
- Business-Related Vehicle Receipts & Logbook
- Business-Related Travel Expenses



**FREE**  
Initial business session

**08 9172 2062**

[support@itpaccountantswa.com.au](mailto:support@itpaccountantswa.com.au)

# BUSINESS CHECKLIST



## NO SOFTWARE

### HOW WE PROCESS & WHAT WE NEED:

- Review Income and Expenses for the Business
  - Copy of Business Bank Statements (.csv format)
  - Copy of Invoice Book (if applicable)
  - Business Related Receipts & Expenses
- Calculate Taxable Income for the Business
- Add into Individual Income / Prepare Tax Return



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