

Expense Payment Benefit Declaration: Residential Phone Benefits and/or Dedicated Data Line Benefits

Opti	Options for returning your completed form		Enquiries:	Ministerial and Parliamentary Services
Scar	n and Email to:	BES-MPS-FBTHelpDesk@finance.gov.au	Email:	BES-MPS-FBTHelpDesk@finance.gov.au

For the Fringe Benefits Tax Year Ended 31 March 2025

declare that residential phone benefits / dedicated data line benefits (cross out whichever is not applicable) were provided to me by Ministerial and Parliamentary Services, Department of Finance during the period 1 April 2024 to 31 March 2025.

I also declare that, to the best of my knowledge, the percentage of expenses that were business related was:			
Residential Phone %:			
Dedicated Data Line %:			
Note: This declaration should only be completed for residential telephone and/or dedicated data line benefits.			
The taxable value of an expense payment fringe benefit may be reduced by the percentage declared by you as 'otherwise deductible'. A benefit is otherwise deductible if the employee would have been entitled to claim an income tax deduction had the employee, rather than the employer, paid for the expense. The business related percentage of expenses may need to be substantiated in the event of an audit by the Australian Taxation Office. Substantiation can include a diary of phone usage or copies of phone bills identifying those calls that were business related.			
If the business related percentage is different for residential phone benefits and for dedicated data line benefits, please complete two separate declarations.			

By signing this form, I acknowledge that:

- I understand that knowingly giving false or misleading information is a serious offence under the *Criminal Code Act 1995*.
- I have read and understood the Privacy Collection Notice (see below).

Signature:	
Date:	

Privacy Collection Notice — Consistent with *the Privacy Act 1988*, the Department of Finance (Finance) uses the personal information provided in this form to facilitate the administration of work expenses and allowances for Parliamentarians and their employees under the parliamentary work expenses framework. Details of the related expenditure may be tabled in Parliament, published on Finance's website, or provided to the Special Minister of State, the Independent Parliamentary Expenses Authority, relevant service providers, or publicly, as authorised by law. Further details on the collection, storage and use of personal information provided is available at www.maps.finance.gov.au/privacy.html