

Free tax seminar

Presented by the Tax Office as part of our ongoing support for small business

You recently applied for an Australian business number (ABN) and we would like to offer you the opportunity to attend a free tax seminar.

➤ **Bookings are essential as numbers are limited**

WHO SHOULD ATTEND?

Small business operators and those just starting or thinking about starting a new business should consider the *Tax basics* seminar.

➤ TO REGISTER

- Online **Go to www.ato.gov.au/seminarsQLD** and complete the registration form
- Phone **1300 661 104**

When registering by telephone please advise
name/s of those attending
which seminar and session/s you wish to attend
your contact details: postcode
 email address
 phone number

WHY SHOULD YOU ATTEND?

You will learn about tax issues relevant to owning and operating a small business and receive practical tips for your business.

SEMINAR TOPIC

Tax basics

- Getting started in business, including Australian business number (ABN), and business structures
- Income tax and deductions
- Goods and services tax (GST), including activity statements (BAS), and pay as you go (PAYG)
- Reporting and paying
- Record keeping
- Budgeting for tax

➤ UNABLE TO ATTEND A SEMINAR?

- To register your details for future seminars email **qld.taxbasics@ato.gov.au**
- For general business tax information visit the Business home page on **www.ato.gov.au**
or
- Contact the Business Infoline on **13 28 66**
Monday to Friday 8.00am to 6.00pm

Please turn over page for seminar details



Australian Government
Australian Taxation Office

Seminar Details

Emerald

EMERALD: Tuesday 8 December 2009

12.30pm – 3.30pm

Mayfair Ridge Tavern, Cnr Gregory Hwy and Mayfair Dr, Emerald

Rockhampton

ROCKHAMPTON: Wednesday 9 December 2009

12.30pm – 3.30pm

Dreamtime Cultural Centre, Bruce Hwy (opposite Yeppoon turnoff), Rockhampton

Gladstone

GLADSTONE: Thursday 10 December 2009

12.30pm – 3.30pm

Gladstone Entertainment Centre, 58 Goondoon St, Gladstone



Australian Government
Australian Taxation Office