



# Capital gains tax questionnaires and worksheets

## Capital gains tax questionnaire

Taxpayer's name \_\_\_\_\_  
Tax file number \_\_\_\_\_  
Year ended \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

If you have disposed of any assets during the 2011 income year, then please complete this questionnaire.

Please provide details of the assets disposed of:

A \_\_\_\_\_  
B \_\_\_\_\_  
C \_\_\_\_\_  
D \_\_\_\_\_  
E \_\_\_\_\_  
F \_\_\_\_\_

1. Did you realise any capital losses from prior years that have not been offset against capital gains? **YES/NO**

If **yes**, please detail the year the loss was realised and the amount of the unrecouped loss.

<b>Year</b>	<b>Unrecouped losses</b>
_____	_____
_____	_____
_____	_____
_____	_____

2. Did you dispose of any business assets during the 2011 income year? **YES/NO**

If **yes**, please provide details of the assets and the amount of the capital gain.

<b>Description</b>	<b>Capital gain</b>
_____	_____
_____	_____
_____	_____
_____	_____

3. Did you hold any of the assets for which you made a capital gain for 12 months or more? In particular, please ensure that all sales of shares and real property are shown. YES/NO

If **yes**, please provide a list of the assets that were held for more than 12 months.

Description	Acquired	Disposed	Gain
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. If you have realised a capital gain with respect to an active asset, have you applied any of the small business CGT concessions to that gain? YES/NO

If **yes**, please provide details of the asset, amount of the capital gain and the small business CGT concession.

Description	CGT concession	Amount
_____	_____	_____
_____	_____	_____

5. If the small business CGT concessions have been applied, have the relevant choices (in writing where required) been made? YES/NO

Remember that formal elections only need to be made with respect to the following CGT concessions:

1. Small business retirement exemption under Subdivision 152-D; and
2. Small business rollover exemption under Subdivision 152-E.

6. If you have made a capital gain on an asset held for less than 12 months, did you acquire the asset from any of the following: YES/NO

1. Deceased estate; and YES/NO
2. As asset that was acquired by an entity under a CGT rollover. YES/NO

If **yes**, the 50% CGT discount may still be available.

7. Do you hold all documents that explain expense/acquisition cost which form part of the cost base of the asset? YES/NO

If **no**, this acquisition cost/expense may not form part of the cost base of the asset.

### Taxpayer's net capital gain declaration

- A. I confirm that the above details in relation to capital gains are correct and that I have declared all capital gains relevant to my taxation affairs for the 2011 income year;
- B. My tax agent has explained to me the law as it relates to capital gains tax; and
- C. I understand that if I have any further queries it is my responsibility to raise them with my tax agent or request a Private Binding Ruling from the ATO.

**Signed** .....

**Dated** .....