

# TAXABLE PAYMENTS REPORTING – WORKSHEET

## DETAILS OF PAYMENTS TO CONTRACTORS FOR BUILDING AND CONSTRUCTION SERVICES

This worksheet may help you record details of payments you make to contractors for building and construction services. You can use the details you record in this worksheet to help you complete your *Taxable payments annual report*.

**This worksheet is for your records only – do not send it to the ATO.**

|                |  |
|----------------|--|
| Financial year |  |
|----------------|--|

|                   |
|-------------------|
| Contractor's name |
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| Contractor's address |
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| Contractor's ABN |
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|-----------------------------|
| Contractor's contact number |
|-----------------------------|

| Date paid<br><i>(eg 02/03/16)</i> | Details<br><i>(eg invoice number, labour and materials, etc)</i> | Total tax withheld where<br>ABN not quoted | GST amount paid<br><i>(eg \$100.00)</i> | Total amount paid<br>(including GST)<br><i>(eg \$1,100.00)</i> |
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| <b>Total</b>                      |  |  |   |  |