

YOUR DETAILS

| | | | |
|-----------------|-------|------------------|-------|
| NAME: | _____ | DATE OF BIRTH: | _____ |
| SPOUSE'S NAME: | _____ | DATE OF BIRTH: | _____ |
| YOUR MOBILE: | _____ | SPOUSE'S MOBILE: | _____ |
| POSTAL ADDRESS: | _____ | | |
| STREET ADDRESS: | _____ | | |
| EMAIL ADDRESS: | _____ | | |



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|-------------------------------------|--|
| <u>BANK ACCOUNT DETAILS:</u> | The tax office require your bank account details so they can deposit your refund directly into your account. |
| Account Name: | |
| BSB: | Account Number: |

| <u>Names of Dependent Children</u> | <u>Date of Birth</u> | <u>Names of Dependent Children</u> | <u>Date of Birth</u> |
|------------------------------------|----------------------|------------------------------------|----------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Payment: In the event that you receive a tax refund, would you like us to withdraw our preparation fee from this refund? (If you chose this option we will use the account details above to transfer the balance)

Yes No

Contact: How would you like to be notified your completed tax return(s) are ready for signing?

Post Email SMS Phone

BUSINESS CLIENTS

As business returns are more complex, the usual time needed to complete your financial reports and/or income tax return(s) **will be a minimum of nine weeks**. As July to September is our peak period we would appreciate if you could consider dropping in your information after September.

INDIVIDUALS ONLY

As your tax returns are not due for lodgement until March 2020, please indicate the period that would be preferred for completion:

2 – 3 weeks 3 – 5 weeks 5 - 7 weeks 7 – 9 weeks Anytime before Due Date

FEEDBACK:-

We value your feedback. Please let us know what you think of our services via our Byford Accountants Facebook page or leave us a Google Review.

