



DESCRIPTION – TAX ESSENTIALS FOR SMALL BUSINESS - TORQUAY

Are you new to business, or thinking of starting a small business?

Give your business the best start!

REGISTER NOW to come along to this **FREE** introductory workshop run by ATO staff.

You'll learn about:

- business structures and their different rules, tax rates and obligations
- tax and non-tax business registrations
- allowable deductions, including motor vehicle deductions, depreciation and home-based business expenses
- annual and quarterly reporting requirements
- record keeping principles
- where to go for help and information when you need it.

We will show you online tools and resources that can help you and you'll have the chance to ask questions.

This is a great opportunity for you to network.

There is a dedicated Employer essentials free workshop so employer obligations are not covered in this event. Please bring a pen and your smartphone or tablet. After the event we will send you a short online survey – we value your feedback and suggestions.

A light lunch will be provided (please advise of any special dietary requirements sbtalk@ato.gov.au)

<https://www.eventbrite.com.au/e/tax-essentials-for-small-business-torquay-vic-tickets-51130653160>

DATE AND TIME

Thu. 21 March 2019

11:30 pm – 1:30 pm AEDT

Surf Coast Shire Offices – 1 Merrijig Drive Torquay

<https://www.eventbrite.com.au/e/tax-essentials-for-small-business-torquay-vic-tickets-53038761363>

DESCRIPTION: RECORD KEEPING (GST REGISTERED) - TORQUAY

Are you new to business, or thinking of starting a small business? Give your business the best start!

This FREE 2 hour introductory workshop is for small businesses who:

- want to learn how to keep records to claim all entitled deductions
- are registered for GST or who are thinking of registering for GST.

At this event you will have hands-on experience of recording money in and out of your business. You will also learn how to calculate and record GST as well as time saving tips allowing you to focus on your business.

To get the most out of this workshop, bring a pen and calculator.

After the event we will send you a short online survey – we value your feedback and suggestions.

A light lunch will be provided (please email any special dietary requirements to sbtalk@ato.gov.au

DATE AND TIME

Thu., 11 April 2019

12:00 pm – 2:00 pm AEDT

Surf Coast Shire Offices – 1 Merrijig Drive Torquay

<https://www.eventbrite.com.au/e/record-keeping-gst-registered-torquay-vic-tickets-51130675226>

DESCRIPTION: RECORD KEEPING (NOT GST REGISTERED) - TORQUAY

Are you new to business, or thinking of starting a small business? Give your business the best start!

This **FREE** 2 hour introductory workshop is for small businesses who:

- want to learn how to keep records to claim all entitled deductions
- are **not** registered for GST.

At this event you will have hands-on experience of recording money in and out of your business. You will also learn time-saving tips allowing you to focus on your business.

To get the most out of this workshop, please bring a pen and calculator.

After the event we will send you a short online survey – we value your feedback and suggestions.

A light lunch will be provided (please email any special dietary requirements to sbtalk@ato.gov.au

This event is supported by Surf Coast Shire.

DATE AND TIME

Thu., 9 May 2019

12:00 pm – 2:00 pm AEDT

Surf Coast Shire Offices – 1 Merrijig Drive Torquay

<https://www.eventbrite.com.au/e/record-keeping-not-gst-registered-torquay-vic-tickets-51130659178>