

**COMPANY CAR AND FRINGE BENEFITS TAX POLICY** Version 1 (June, 2016)

**AIM:**

This policy is to address the personal usage of the company car and to set out responsibility of payment for FBT at the end of each FBT year. FBT is a tax employers pay on certain benefits they provide to their employees; such benefits include the use of a company car.

**IMPLEMENTATION:**

Use of the company car will require log books to be filled out for each kilometer driven, including personal usage, beginning as soon as this document is approved. All usage which is deemed to be for personal use will accrue FBT at the end of each FBT year. Upon the conclusion of the FBT year HAFDC will seek a figure for the personal usage of the vehicle and this amount will need to be repaid at an agreed rate between employee and employer. This amount may be deducted from your wage each week in advance based on an average yearly FBT amount or the FBT may be paid in full at the end of each FBT year.

If you do not use the car for personal use there will be no need for FBT to be paid.

**SOURCES/LEGISLATIVE REQUIREMENTS:**

Australian Taxation Office: [www.ato.com.au](http://www.ato.com.au/)

**REVIEW PROCESS:**

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Responsible Person** |
| 1 | June 2016 | Alina Dan/Michelle Florimo |

This policy is the intellectual property of Alina Dan Consultancy and HAFDC.

Page **1** of **1**