KERSLAKE GRAY
accounting for growth

Four-week representative (time based) internet diary

Taxpayer's name _____

Tax file number _____

Year ended _____

Employer (if applicable) _____

Internet service _____

It is recommended that a representative time based internet usage diary adopt the following format.

Note that **all** use of the applicable internet service needs to be recorded and/or accounted for (i.e. all internet or data users, not just the taxpayer seeking to claim the relevant deduction).

Internet (time based) usage diary					
Date:	**Time commenced**	**Time finished**	**Description**	**Work Use Time**	**Private Use Time**

TOTAL Hours				**(A)**	**(B)**

Summary

Date time diary commenced .....

Date time diary finished .....

Total work hours usage **= (A)** .....

Total hours usage **= (A + B)** .....

Total work use percentage (%)
(*work hours divided by total hours*) **.....**

Signed (taxpayer) ..... …… **Dated** ……