Quarterly BAS Variance Report

HASHMICRO THINK FORWARD

ABN	BAS QUARTER	PERIOD	LODGEMENT DUE	PREPARED BY
______________	Q__ — FY20___	___ to ___	________	________

Australian Taxation Office (ATO) — Business Activity Statement (BAS) Variance Analysis

SECTION 1 — GST VARIANCE ANALYSIS

GST Item	Label	Budget / Prior Qtr ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Explanation
GST Collected on Sales (G1)							
GST-Free Sales							
Input Tax Credits (ITCs) Claimed							
Net GST Payable / Refundable							
GST on Capital Purchases							
GST Adjustments (Creditable Purpose)							

Net GST = GST Collected − ITCs Claimed. Favourable = lower net payable than budgeted. Unfavourable = higher liability than expected.

SECTION 2 — PAYG WITHHOLDING VARIANCE

PAYG Item	Label	Budget ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Notes
PAYG Withholding — Employees (W1)							
PAYG Withholding — Contractors							
PAYG Instalment (I1)							
PAYG Instalment Income (I2)							
Total PAYG Obligations							

PAYG Withholding variances may indicate headcount changes, salary adjustments, or new contractor arrangements.

SECTION 3 — FRINGE BENEFITS TAX (FBT) & OTHER OBLIGATIONS

Obligation	Budget ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Lodgement Status	Notes
FBT Instalments							
Fuel Tax Credits							
Wine Equalisation Tax							
Luxury Car Tax							
Other BAS Obligations							
TOTAL BAS OBLIGATIONS							

SECTION 4 — QUARTERLY BAS SUMMARY

Summary Item	Prior Quarter ($)	Current Quarter ($)	QoQ Change ($)	QoQ Change (%)	YTD Budget ($)	YTD Actual ($)	YTD Variance ($)
Net GST Payable							
PAYG Withholding							
Other Obligations							
TOTAL BAS PAYMENT							

YTD = Year to Date. Compare across all four quarters to assess cumulative tax position against annual budget.

SECTION 5 — ATO COMPLIANCE CHECKLIST

Compliance Item	Required By	Status	Notes
BAS lodged on time with ATO	Quarterly due date		
GST collected reconciled to sales invoices	Prior to lodgement		
ITC claims supported by valid tax invoices	At lodgement		
PAYG withholding reconciled to payroll records	Monthly / Quarterly		
Fuel tax credit calculation reviewed	If applicable		
FBT instalment confirmed or varied	31 July / Quarterly		
ATO payment made or payment plan in place	On lodgement		
Records retained for 5 years (ATO requirement)	Ongoing		

COMMENTARY & EXPLANATORY NOTES

Enter commentary on significant BAS variances, compliance issues, ATO correspondence, or adjustments from prior quarters...

SIGN-OFF

Prepared by (BAS Agent / Accountant)

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Reviewed by (Finance Manager / Director)

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BAS Agent Registration Number

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Date of Report

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