



FOUR-WEEK REPRESENTATIVE (TIME BASED) INTERNET DIARY

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).*

TAXPAYER'S NAME

TAX FILE NUMBER

YEAR ENDED

EMPLOYER*

INTERNET SERVICE

** if applicable*

INTERNET (TIME BASED) USAGE DIARY

DATE	TIME COMMENCED	TIME FINISHED	DESCRIPTION	WORK USE TIME	PRIVATE USE TIME



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)

Date

Signed (taxpayer)