Australian Government
Australian Taxation Office

Application for endorsement as a deductible gift recipient

Complete this application if your organisation wants to apply for endorsement as a deductible gift recipient.

This application should be completed by a person authorised by the organisation to act on its behalf.

> An organisation seeking endorsement as a **tax concession charity** or **income tax exempt fund** should apply on an *Application for endorsement as a tax concession charity or income tax exempt fund* (NAT 10651).

If the pre-printed address is incorrect or not supplied, please print your organisation's correct address in the box above.

WHEN COMPLETING THIS APPLICATION

- Use BLOCK LETTERS and print one character per box. [2][0][0][6]
- Place an [X] in ALL applicable boxes.
- Print clearly, using a black pen only.
- All questions **must** be answered unless advised otherwise.
- Read the accompanying instructions – *Endorsement as a deductible gift recipient* (NAT 2949).

Applicant information

1 Your organisation's Australian business number (ABN) is:

If the pre-printed ABN is incorrect or not supplied, please print your organisation's correct ABN here.

2 Your organisation's legal name is:

If the pre-printed name is incorrect or not supplied, please print your organisation's correct legal name here.

3 Are you applying for:

See instructions **page 6**

(a) endorsement of your organisation as a whole as a deductible gift recipient? ☐

or

(b) endorsement of your organisation as a deductible gift recipient for a fund, authority or institution your organisation owns or includes? ☐ Please provide details below

The legal name of your organisation's fund, authority or institution

The address of your organisation's fund, authority or institution (if different from your organisation's address)

Suburb or town | State/Territory | Postcode

Country if outside Australia

> If your organisation is seeking endorsement for more than one fund, authority or institution that it operates, you will need to lodge a separate endorsement application form for each one.

IN CONFIDENCE – when completed

4 Which item number applies to your organisation or to your organisation's fund, authority or institution?

See instructions **page 7**

Show the item that best describes your organisation, or your organisation's fund, authority or institution.

Item number ☐☐ · ☐ · ☐☐

Only include additional items if they are relevant to your organisation, or your organisation's fund, authority or institution.

Item number ☐☐ · ☐ · ☐☐ Item number ☐☐ · ☐ · ☐☐ Item number ☐☐ · ☐ · ☐☐

5 Is your organisation or your organisation's fund, authority or institution in Australia?

See instructions **page 14**

No ☐ Your organisation is not entitled to endorsement.

Yes ☐

6 From what date does your organisation want to be endorsed as a deductible gift recipient? This date cannot be earlier than 1 July 2000.

See instructions **page 15**

Day Month Year

☐☐ / ☐☐ / ☐☐☐☐

Declaration

Read and answer the question below before you sign this form.

Have the instructions asked you to complete a schedule?

Read page 8 of the instructions *Endorsement as a deductible gift recipient* (NAT 2949) to find out.

No ☐ Complete the declaration below.

Yes ☐ Submit the completed schedule with this application and complete the declaration below.

Privacy

The information requested in this application is required for your organisation's endorsement as a deductible gift recipient under the *Income Tax Assessment Act 1997* and the *Taxation Administration Act 1953*.

Penalties

Please be aware that penalties may be imposed for giving false or misleading information.

Name of signatory

Position held

Business hours phone number (8:30 to 5:30pm weekdays)

Mobile phone number

I am authorised to make this declaration on behalf of the organisation. The information contained within this application is accurate and complete.

Signature

Day Month Year

☐☐ / ☐☐ / ☐☐☐☐

Please provide the time taken to complete this application. ☐☐☐ minutes

How to lodge your application

Send your completed application to:

Australian Taxation Office
PO Box 3373
ALBURY NSW 2640

IN CONFIDENCE – when completed