



Norfolk Island

How Norfolk Island residents and businesses can meet their tax and super obligations.

Norfolk Island tax and super

How Australia's tax and superannuation laws apply for Norfolk Island residents and businesses.

Norfolk Island residents and individual tax

Find out about paying tax, applying for a TFN, lodging a tax return, income and deductions for Norfolk Island residents.

Tax for businesses

If you run a business on Norfolk Island, here's the tax, reporting and record keeping requirements you need to consider.

Not-for-profit organisations

Tax information for not-for-profit organisations on Norfolk Island.

Super for individuals

Super contributions you're entitled to on Norfolk Island, building and keeping track of super and how benefits are paid.

Super for employers



Information for Norfolk Island employers about their super obligations.

QC 47351

Norfolk Island tax and super

How Australia's tax and superannuation laws apply for Norfolk Island residents and businesses.

Last updated 18 September 2023

On 1 July 2016, Australia's tax and superannuation laws came into effect for residents of Norfolk Island.

While most of Norfolk Island's obligations are the same as those on mainland Australia, there are some differences:

- Goods and services tax, luxury car tax, wine equalisation tax and fuel tax credits don't apply to transactions on Norfolk Island.
- An Australian business number (ABN) isn't required – although businesses may want to get one to make it easier to deal with us online.
- The 'No ABN' withholding rules don't apply – Norfolk Island businesses don't need to withhold tax from payments to other Norfolk Island businesses that don't provide an ABN.
- Super guarantee transitional rates apply to Norfolk Island, increasing annually by 1%, from July 2016, until it reaches 12% on 1 July 2027.
- Capital gains tax doesn't apply to Norfolk Island assets held by Norfolk Island residents before 24 October 2015.

Norfolk Islanders can use the phone numbers listed below to call us free of charge. When using these numbers, don't dial the international country code for Australia (+61). Doing so may incur charges at international rates.

Table 1: Contact details for Norfolk Islanders

Phone number	Nature of enquiry
13 28 61	Individuals
13 28 66	Businesses
13 72 86	Registered tax professionals
13 11 42	Debt enquiries
13 10 20	Super enquiries
1300 130 248	Not-for-profit organisations

QC 73158

Norfolk Island residents and individual tax

Find out about paying tax, applying for a TFN, lodging a tax return, income and deductions for Norfolk Island residents.

Last updated 6 June 2024

On this page

[Paying tax](#)

[Your tax file number](#)

[Your tax return](#)

[Receiving income](#)

[Claiming deductions](#)

[Offsets and rebates](#)

Paying tax

We (the ATO) collect money on behalf of the government, this is known as **paying tax**. You may need to pay tax if you get income from:

- employment
- super pensions, annuities and government payments
- investments (including interest, dividends, rent and capital gains tax)
- a business, partnership or trust
- foreign sources
- crowdfunding.

The amount of tax you pay depends on how much money you earn and if you have a tax file number (TFN).

Your tax file number

A TFN is your personal reference number in the tax and superannuation systems. Applying for a TFN is free.

If you don't have a TFN, you may be paying too much tax.

How you apply for a TFN will depend on your circumstances. The fastest way to apply for a TFN is online.

If you're on the island and unable to apply online, find out how to **apply** through the Office of the administrator.

Your tax return

When you're receiving income, you need to **lodge a tax return** each year at tax time. Most people need to lodge a tax return by **31 October**.

A family member or friend can help you with your tax return. They can't charge you a fee – only registered tax agents can charge for preparing

tax returns. You must sign the tax return yourself as you're responsible for the information in it.

In order to lodge a tax return, you need to have a **tax file number** (TFN).

Receiving income

When you do your tax return, you must include all of the income you received during the financial year. This may include income from:

- employment
- investments
- government payments and grants
- other sources.

Amounts you don't include in your tax return

There are some amounts you don't need to include as income in your tax return. If you receive money that you don't need to include as income, you still may need to report these amounts in your tax return.

Claiming deductions

When you do your tax return, you can claim **deductions** for some expenses. For example, you may be able to claim a deduction that directly relates to expenses you incur to do your job.

You need to keep **records** (such as receipts) for your expenses. You can use the ATO app's **myDeductions** tool to keep track of your records all in one place.

Offsets and rebates

Most residents of Norfolk Island can claim the **zone tax offset** fixed amount of \$1,173. This fixed amount can be increased if you care for a dependent child or student, you're a sole parent, or you're entitled to an **invalid and invalid carer tax offset**.

The zone tax offset is a non-refundable tax offset, which can reduce your tax payable to zero, but on their own they can't get you a refund.

Medicare levy

If you're entitled to Medicare benefits you may have to pay the Medicare levy.

QC 47355

Tax for businesses

If you run a business on Norfolk Island, here's the tax, reporting and record keeping requirements you need to consider.

Last updated 13 November 2024

On this page

[Getting started](#)

[Australian business number \(ABN\)](#)

[Goods and services tax \(GST\)](#)

[Changing, pausing, closing or selling your business](#)


Getting started

Many obligations on Norfolk Island are the same as mainland Australia when it comes to starting and running a business. You will need to:

- select a business structure
- have a tax file number (if you're a sole trader, you can use your individual tax file number for both your business and personal dealings with us)
- be aware of
 - business income and deductions
 - pay as you go (PAYG) instalments

- your record keeping obligations.


You may also need to register:

- an [Australian business number](#)  (ABN)
- for PAYG withholding and meet your super obligations for any employees you hire
- for fringe benefits tax (FBT) when you are providing fringe benefits to your employees.

If you are unsure, **work out whether you're in business** and when your business starts for tax purposes.

For more information on keeping your business running, see [supporting your small business](#).

Australian business number (ABN)

The [ABN](#)  is a unique 11-digit number that identifies your business to government, other businesses and the community. Norfolk Island businesses **only** need an ABN if you:

- are trading on the Australian mainland
- want to deal with us online – you'll need to **set up** your Digital ID (such as myID) and link it to your ABN in Relationship Authorisation Manager
- are an employer and you are required to register for FBT.

Goods and services tax (GST)

GST and other indirect taxes don't apply to Norfolk Island. However, businesses may need to consider the GST implications when dealing with businesses on the Australian mainland.

Changing, pausing, closing or selling your business

If you need to make any changes, pause, close or sell your business, you should be aware of the steps you need to take. This could be if you:

- register a business but don't actually start the business
- change your business entity type because you restructured your business
- stop operating your business
- sell the business
- wind up your company.

Your business may have to pay capital gains tax on Norfolk Island business assets you sell. This includes land or buildings, or intangible assets such as patents, licences or goodwill. Some exceptions and concessions apply.

GST transactions with mainland Australia



How Norfolk Island businesses work out their GST obligations when dealing with businesses on the Australian mainland.

Paying your workers



Information for businesses on Norfolk Island about the tax and super obligations they have for their workers.

QC 47357

GST transactions with mainland Australia

How Norfolk Island businesses work out their GST obligations when dealing with businesses on the Australian mainland.

Last updated 15 September 2022

On this page

[Transactions on Norfolk Island](#)

[Transactions with the Australian mainland](#)

[Voluntary GST registration](#)

[Contact us](#)

Transactions on Norfolk Island

GST and other indirect taxes don't apply to Norfolk Island. However, Norfolk Island businesses may need to consider the GST implications when dealing with businesses on the Australian mainland.

The Norfolk Island GST ceased on 1 July 2016 and the Australian GST doesn't apply to Norfolk Island residents. Therefore, Norfolk Island businesses shouldn't charge GST, or advertise prices including GST, or issue invoices including GST for transactions on Norfolk Island.

Transactions with the Australian mainland

Norfolk Island businesses are only required to register for GST when they make supplies connected to the Australian mainland and have a GST turnover over \$75,000 in any 12-month period. GST turnover is your gross business income (before tax) that excludes sales on Norfolk Island.

When it comes to dealing with the Australian mainland, Norfolk Island businesses can:

- purchase goods GST-free from Australia (by negotiation with the mainland seller)
- claim a GST refund (via the tourist refund scheme)
- register for GST and claim the GST credits on their business activity statement.

If the goods or services you purchase include GST, and you do not receive a refund of the GST, you can use the total price paid to work out your allowable tax deductions at the end of the income year.

GST-free sales

Australian mainland suppliers can sell goods to residents of Norfolk Island GST-free where they meet the export requirements.


This involves a bit of paperwork and it's important to arrange this with the supplier upfront before you complete the transaction.

If the supplier is unfamiliar with the rules, you may need to refer them to the information on our website about:

- exports and GST
- *GSTR 2002/6 Goods and services tax: Exports of goods.*

Tourist refund scheme

You may also be able to get a GST refund under the **tourist refund scheme (TRS)**.

The Department of Home Affairs and its operational arm, Australian Border Force, administer the [TRS](#) .

Registering for GST

As a business, you have the option of voluntarily registering for GST and claiming a credit for the GST included in the price, if:

- the goods or services are for your business, not personal use
- you have a valid **tax invoice** from the supplier (if the price is more than \$82.50 including GST)
- the purchase doesn't relate to making **input-taxed supplies**.

You must **register for GST** if your GST turnover is \$75,000 per year or more (or if your not-for-profit organisation's turnover is \$150,000 per year or more).

Voluntary GST registration

Voluntarily registering for GST means you will:

- need to apply for an ABN and GST, or add GST to your current ABN registration
- prepare and lodge a business activity statement (BAS) either monthly, quarterly or annually depending on how you choose to report

- keep records of the valid tax invoices from your Australian suppliers showing the GST you've paid
- include 10% GST in the price of taxable sales you make to the Australian mainland
- stay registered for GST for a minimum of 12 months.

Claiming GST credits

You can only claim GST credits for GST included in your purchases provided all of the following criteria are satisfied:

- you were required to be registered for GST, or you voluntarily register for GST
- the goods or services are for your business, not personal use
- you have a valid tax invoice from the supplier, and
- **the 4-year time limit for claiming a GST credit for the purchase has not ended.**

To claim GST credits, you will need to register your business for GST and backdate your GST registration to the day you commenced your business. However, **backdating of your GST registration is limited to 4 years.**

If you choose to backdate your GST registration to claim GST credits, you will also need to report GST on any **taxable sales** you made.

Charging GST

As a GST registered Norfolk Island business you will only need to charge GST on taxable sales you make to the Australian mainland. Sales to customers on Norfolk Island are not subject to Australian GST.

Completing your BAS

If your business is registered for GST, you must complete the GST section of the BAS. Only sales that are connected with the Australian mainland should be included.

Input-taxed supplies

Input-taxed sales are sales of goods and services that don't include GST in the price. You can't claim GST credits for the GST included in

the price of your 'inputs'.

The most common input-taxed sales are **financial supplies** (such as lending money or the provision of credit for a fee) and selling or renting out residential premises.

BAS lodgment

If you voluntarily register for GST you can choose to lodge your BAS monthly, quarterly or annually, known as tax periods.

We will send you a BAS for the first tax period after you register, depending on the tax period you choose.

To claim GST credits (and pay any GST on taxable sales you have made) you complete and lodge your BAS as instructed by the **due date**.

Contact us

If you have questions about GST and dealing with Australian mainland suppliers, you can contact us by:

- using **Online services for business** or **Online services for agents** and selecting
 - **Communication tab** and then either **Secure mail** or **Practice mail**
 - then select **New**
 - in the **Topic field**, select **View more topics** from the dropdown list
 - in the **Other topics** list, select **GST**
 - complete all the required details and click submit
- submit your request to us using our **Individuals - complex advice request form**.

QC 51470

Paying your workers

Information for businesses on Norfolk Island about the tax and super obligations they have for their workers.

Last updated 5 June 2024

On this page

[Your obligations](#)

[TFN declaration](#)

[PAYG withholding](#)

[Single Touch Payroll reporting](#)

[Payment summaries](#)

[Paying super for your employees](#)

[Paying independent contractors](#)

Your obligations

If your business has employees or independent contractors, there are some extra things you need to do. This applies even if they are family.

TFN declaration

On the first day an employee starts working for you, you should ask them to complete a *Tax file number declaration* (NAT 3092). They don't have to tell you their TFN, but if they don't, you will have to take tax from their pay at the highest rate. An employee has 28 days to provide their TFN to you.

For more information see:

- [Tax file number declaration](#)

PAYG withholding

When you have employees, you must take tax from their pay. This is called 'Pay as you go' (PAYG) withholding. PAYG withholding makes it

easier for your employees to pay their tax, because you collect it from them throughout the year.

You need to register for PAYG withholding if you pay:

- employees
- company directors and office holders
- people you employ with a labour hire arrangement
- people from whom you have agreed to withhold PAYG (for example, some independent contractors).

Norfolk Island businesses don't need to withhold any PAYG withholding from suppliers who don't provide an Australian business number (ABN). This 'No ABN' PAYG withholding only applies to Australian mainland businesses.

The amount of tax you should take out from an employee's pay depends on how much they earn and the information on their TFN declaration form.

For more information see:

- [PAYG withholding](#)

Single Touch Payroll reporting

You need to report your employees payroll information to us through STP-enabled software each time you pay them.

Payroll information includes:

salaries and wages

pay as you go (PAYG) withholding

superannuation liability information.

Your STP report is due on or before pay day.

For more information see:

- [What STP is | Australian Taxation Office \(ato.gov.au\)](#)

Payment summaries

Some payments are out of scope of STP. At tax time, you only need to give each of your employees a PAYG payment summary for amounts not reported through STP. You need to do this by 14 July each year. For more information see [Payments you must report](#).

You also need to lodge a *PAYG payment summary statement* (NAT 3447) with us by 14 August each year.

For more information see:

- [Payment summaries for workers](#)
- [PAYG payment summary statement](#)

Paying super for your employees

As an employer, you must pay superannuation (super) contributions for eligible employees. This is known as super guarantee (SG).

For more information see:

- [Super for employers](#)

Paying independent contractors

If you hire an independent contractor to work for your business, there are some different tax and super rules. So it's important to understand the difference between employees and independent contractors.

Independent contractors generally run their own business, so you do not need to withhold tax or make super contributions for them; they are responsible for themselves.

QC 51477

Not-for-profit organisations

Tax information for not-for-profit organisations on Norfolk Island.

Last updated 13 March 2017

Not-for-profit (NFP) organisations provide services to the community and do not operate to make a profit. Examples include childcare centres, art centres, neighbourhood associations, and sports clubs.

All profits must go back into the services the organisation provides and must not be distributed to members, even if the organisation winds up.

If you're running an NFP organisation, there may be concessions you can claim but you may need to register your organisation first. Your NFP organisation may also have to register for taxes such as FBT and PAYG withholding, depending on the type of organisation and how it operates.

Use the links below to learn about tax on funding and grants, receiving gifts, and the difference between volunteers and employees.

If you need help, phone our NFP infoline on **1300 130 248**.

See also:

- [NFP – Getting started](#)
- [Not-for-profit homepage](#)
- [Non-profit News Service](#)

QC 51480

Super for individuals

Super contributions you're entitled to on Norfolk Island, building and keeping track of super and how benefits are paid.

Last updated 14 February 2024

On this page

[Compulsory super from your employer](#)

[Paying more yourself](#)

[Keeping track of your super](#)

[Accessing your super](#)

Super is money set aside over your lifetime to provide for your retirement.

For most people, super begins when you start work and your employer starts paying a portion of your salary or wages into a super fund for you. These payments are known as super guarantee (SG) contributions or concessional contributions.

Super funds invest your money in many things, such as shares, property and managed funds. They may also offer different types of insurance, such as income protection.

Compulsory super from your employer

Most people can get compulsory super contributions from their employer – this is called super guarantee.

There is a minimum amount your employer should contribute, based on your pay. A transitional rate applies to the amount of SG that employers on Norfolk Island pay on behalf of their employees. This starts at 1% on 1 July 2016 and increases by 1% yearly to 12% on 1 July 2027.

Your employer will provide you with the **Superannuation standard choice form** if you're eligible to choose the fund your super contributions are paid into.

The **YourSuper comparison tool** will help you compare MySuper products and choose a super fund that meets your needs.

From 1 November 2021, if you start a new job your employer may have an extra step to take to comply with choice of fund rules if you don't choose a super fund. They may need to request details of a 'stapled super fund' from us.

A **stapled super fund** is an existing super account which is linked, or 'stapled', to an individual employee so that it follows them as they change jobs.

We will notify you if your employer makes a stapled super fund request and the fund details, if any, we have provided them.

Paying more yourself

You can choose to put some of your own money into your super fund so you have more money when you retire. This is called making personal contributions and is one way to **grow your super**.

If you're on a low income, you may also be eligible for government contributions.

The amount of tax on your contributions depends on whether the contributions are concessional (sometimes referred to as 'before tax') or non-concessional (sometimes referred to as 'after tax'), and whether you exceed the contribution caps.

Keeping track of your super

If you've ever worked on the Australian mainland, or changed address or job, you may have lost track of some of your super. Having several super accounts could mean that fees and charges are reducing your overall super savings. There are several ways to **check and manage your super**.

We can search all your super accounts for you if you phone us on **13 10 20**. Or you can search yourself online if you have a myGov account linked to the ATO.

If you have several super accounts, you can combine them into one preferred account to avoid having too many fees and charges. You can do this online too.

Accessing your super

You can get **access to your super** savings when you reach retirement age and retire or turn 65 years old.

You can only get **earlier access to your super** in some special cases, such as a serious medical condition or severe financial hardship.

QC 51481

Super for employers

Information for Norfolk Island employers about their super obligations.

Last updated 14 February 2024

Super is money you put into your employees' super funds, to provide income for them when they retire.

You must pay super for your eligible employees. This is called super guarantee (SG). There is a minimum amount of super that you have to pay, but you can pay more. It is calculated as a percentage of the employee's earnings.

SG is payable at least on a quarterly basis and is due by the 28th day after the end of each quarter. You may choose to pay more frequently, such as when you pay your employees.

Your eligible employees may be entitled to choose their super fund. If so, you must provide them with a form enabling them to make their choice.

If you need help, phone our Super infoline on **13 10 20**.

Transitional super guarantee rates for Norfolk Island

Super guarantee transitional rates apply to Norfolk Island, starting at 1% on 1 July 2016 and increasing 1% yearly to 12% by 1 July 2027.

If your business employs workers who work on the mainland, you will need to calculate and pay super for them at the general SG rate for mainland Australia.

Table 5 below shows the rate to use for each situation.

Table 5: Determine which super guarantee rate to use

Employer is based on ...	Work is performed on ...	Employee's resident status is ...	SG rules that apply
Norfolk Island	Norfolk Island	Norfolk Island resident	Norfolk Island

			transitional SG rate
Australian mainland	Norfolk Island	Norfolk Island resident	Norfolk Island transitional SG rate
Australian mainland	Norfolk Island	Australian resident	General SG rate
Either Norfolk Island or Australian mainland	Australian mainland	Either Norfolk Island or Australian resident	General SG rate

Table 6: Transitional super guarantee percentage rates for Norfolk Island

Financial year	Norfolk Island transitional SG rate	General SG rate
2016–17	1.0%	9.5%
2017–18	2.0%	9.5%
2018–19	3.0%	9.5%
2019–20	4.0%	9.5%
2020–21	5.0%	9.5%
2021–22	6.0%	10.0%
2022–23	7.0%	10.5%
2023–24	8.0%	11.0%

2024-25	9.0%	11.5%
2025-26	10.0%	12.0%
2026-27	11.0%	12.0%
2027-28	12.0%	12.0%

See also:

- [Super for employers](#)
- [Small Business Superannuation Clearing House](#)

QC 47353

Our commitment to you

We are committed to providing you with accurate, consistent and clear information to help you understand your rights and entitlements and meet your obligations.

If you follow our information and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we will take that into account when determining what action, if any, we should take.

Some of the information on this website applies to a specific financial year. This is clearly marked. Make sure you have the information for the right year before making decisions based on that information.

If you feel that our information does not fully cover your circumstances, or you are unsure how it applies to you, contact us or seek professional advice.

Copyright notice

© Australian Taxation Office for the Commonwealth of Australia

You are free to copy, adapt, modify, transmit and distribute this material as you wish (but not in any way that suggests the ATO or the Commonwealth endorses you or any of your services or products).