

Office use only

 


42351119

## Business activity statement

Document ID

ABN

Form due on

Payment due on

GST accounting method

Contact phone number

Authorised contact person who completed the form

### HOW TO LODGE

This form can be lodged online. Visit [ato.gov.au/general/online-services](http://ato.gov.au/general/online-services)

- Individuals and sole traders can lodge online via their myGov account.
- Businesses can use the secure portal or

Standard Business Reporting (SBR) enabled software.

If lodging by paper:

- print clearly using a black pen
- use whole dollars or '0' (zero)
- do not use n/a, nil, negative figures or symbols.

### PAYG income tax instalment

Complete Option 1 OR 2 (indicate one choice with an X)

Option 1: Pay a PAYG instalment amount quarterly

T7 \$

Write the T7 amount at 5A in the Summary section over the page OR if varying this amount, complete T8, T9, T4

Estimated tax for the year T8 \$

Varied amount payable for the quarter T9 \$

Write the T9 amount at 5A in the Summary section over the page and then complete the other sections

Reason code for variation T4

OR

Option 2: Calculate PAYG instalment using income times rate

PAYG instalment income T1 \$

T2  %

OR

New varied rate T3  %

T1 x T2 (or x T3) T11 \$

Write the T11 amount at 5A in the Summary section over the page and then complete the other sections

Reason code for variation T4

### Goods and services tax (GST)

Total sales (G1 requires 1A completed) G1 \$

Does the amount shown at G1 include GST? (indicate with an X)  Yes  No

Export sales G2 \$

Other GST-free sales G3 \$

Capital purchases G10 \$

Non-capital purchases G11 \$

Report GST on sales at 1A and GST on purchases at 1B in the Summary section over the page and then complete the other sections

Variation codes (T4)	T4 code
Reason for varying	
Change in investments	21
Current business structure not continuing	22
Significant change in trading conditions	23
Internal business restructure	24
Change in legislation or product mix	25
Financial market changes	26
Use of income tax losses	27

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### HOW TO PAY

Your payment reference number (PRN) is:

BPAY®



Billers code: 75556  
Ref:

Telephone & Internet Banking – BPAY®

Contact your bank or financial institution to make this payment from your cheque, savings, debit or credit card account.  
More info: [www.bpay.com.au](http://www.bpay.com.au)

### CREDIT OR DEBIT CARD

Pay online with your credit or debit card at [www.governmenteasypay.gov.au/PayATO](http://www.governmenteasypay.gov.au/PayATO)

To pay by phone, call the Government EasyPay service on 1300 898 089.  
A card payment fee applies.

### OTHER PAYMENT OPTIONS

For other payment options, visit [ato.gov.au/paymentoptions](http://ato.gov.au/paymentoptions)

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