J

Office use only

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|||||||||| 41971119

Instalment activity statement

Document ID

HOW TO LODGE

This form can be lodged online. Visit
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.

Form due on

Payment due on

Contact phone number |_|_|_|_|_|_|_|_|_|

Authorised contact person
who completed the form |_____|

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 and T4

Estimated tax for the year **T8** $ |_____|.00

Varied amount payable for the quarter **T9** $ |_____|.00

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** $ |_____|.00

T2 |_____| %

OR

New varied rate **T3** |___|.|__| %

T1 x T2 (or x T3) **T11** $ |_____|.00

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

Reason code for variation **T4** |__|

PAYG tax withheld

| Total salary, wages and other payments | **W1** | $ |_____|.00 |

Amount withheld from payments shown at W1 **W2** $ |_____|.00

Amount withheld where no ABN is quoted **W4** $ |_____|.00

Other amounts withheld (excluding any amount shown at W2 or W4) **W3** $ |_____|.00

Total amounts withheld (W2 + W4 + W3) **W5** $ |_____|.00

Write the W5 amount at 4 in the Summary section over the page and then complete the other sections

Variation codes (T4)	
Reason for varying	**T4 code**
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

NAT 4197-11.2019 [DE-9137]

HOW TO PAY

Your payment reference number (PRN) is:

BPAY®

B PAY | Biller 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

CREDIT OR DEBIT CARD

Pay online with your credit or debit card at **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**

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Fringe benefits tax (FBT) instalment

F1 $ _____

**Write the F1 amount at 6A in the Summary section below
OR if varying this amount, complete F2, F3, F4**

Estimated FBT for the year **F2** $ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00

Varied amount payable for the quarter **F3** $ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00

Write the F3 amount at 6A in the Summary section below

Reason code for variation **F4** ⬚⬚

Summary

Amounts you owe the ATO			Amounts the ATO owes you		
PAYG tax withheld	**4**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00			
PAYG income tax instalment	**5A**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00	Credit from PAYG income tax instalment variation	**5B**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00
FBT instalment	**6A**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00	Credit from FBT instalment variation	**6B**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00
Deferred company/fund instalment	**7**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00			
4 + 5A + 6A + 7	**8A**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00	5B + 6B	**8B**	$ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00

Payment or refund?

Is 8A more than 8B?
(indicate with **X**)

☐ Yes, then write the result of **8A minus 8B** at 9. **This amount is payable to the ATO**.

☐ No, then write the result of **8B minus 8A** at 9. **This amount is refundable to you** (or offset against any other tax debt you have).

Your payment or refund amount

9 $ ⬚⬚⬚,⬚⬚⬚,⬚⬚⬚.00

❗ Do not use symbols such as +, –, /, $

Declaration I declare that the information given on this form is true and correct, and that I am authorised to make this declaration.

Signature _____ Date ___ / ___ / ___

Return this completed form to

❗ Taxation laws authorise the ATO to collect information including personal information about individuals who may complete this form. For information about privacy and personal information go to **ato.gov.au/privacy**. Activity statement instructions are available from **ato.gov.au** or can be ordered by phoning **13 28 66**.

Australian Government
Australian Taxation Office