



# Superannuation reporting – voluntary disclosure

(Superannuation fund has not met reporting requirements)

## When completing this form

You can complete this form in writing or online prior to printing.

If you are completing the form by hand:

- print clearly using a black pen only
- use BLOCK LETTERS and print one character in each box.

## Super fund name

## Fund/provider Australian business number (ABN)

## Unique superannuation identifier(s) (USI)

! If more than three USIs please include in additional information on page 2.

## Date you became aware

Day                      Month                      Year  
 /  /

## Dates of non-compliance

Day                      Month                      Year                      Day                      Month                      Year  
 /  /  to  /  /

## Services impacted (eg MAAS/MATS/MCS/USM)

## Reporting impacted (eg contributions or account attributes and events)

## Number of members impacted

## Number of accounts impacted

## Number of transactions impacted

**Reason for issue occurring**

**Identification of cause**

**Action(s) the fund has taken to rectify the issue**

**How the fund is managing member communications**

**Additional information**

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## Declaration

**!** Before you sign this statement, check you have provided true and correct information. Penalties may be imposed for giving false and misleading information.

### Privacy

The ATO is a government agency bound by the *Privacy Act 1988* in terms of handling personal information and TFNs.

We are authorised by the *Taxation Administration Act 1953* to ask for the information requested on this form including your member's TFN. We require this information to help us administer taxation and superannuation laws. We may give this information to other government agencies.

For further information about privacy go to [ato.gov.au/privacy](http://ato.gov.au/privacy)

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*I declare that:*

- *the information in this Voluntary Disclosure form is true and correct, including any attachments*
- *I have the necessary records and/or evidence to support my Voluntary Disclosure*
- *if the Voluntary Disclosure is being lodged by a supplier/intermediary on behalf of the provider*
  - *the form has been prepared in accordance with the information supplied by the provider*
  - *I have received a declaration from the provider stating that the information given to me is true and correct*
  - *I am authorised by the provider to give the form to the Commissioner.*

Name of provider

Name of signatory

Signature

Date <sup>Day</sup> / <sup>Month</sup> / <sup>Year</sup>

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## How to lodge your form

Send your completed Voluntary Disclosure form and supporting documents by email to:  
**SuperCRT@ato.gov.au**