# C

Aussie Tool Shed Pty Ltd

SAMPLE ONLY

41950110

Ofﬁce use only

# Business activity statement

When completing this form:

* print clearly using a black pen
* show whole dollars only (do not show cents)
* if reporting a zero amount, print ‘0’ (do not use NIL)
* leave boxes blank if not applicable (do not use N/A, NIL)
* do not use symbols such as +, –, /, $.

**Goods and services tax (GST)**

Document ID

ABN

Form due on Payment due on

GST accounting method

Contact phone number

Contact person who completed the form

11 111 111 111

28th April

28th April cash basis

##### Complete Option 1 OR 2 OR 3 (indicate one choice with an X)

**Option 3: Pay GST instalment amount quarterly**

##### G21 $

###### Write this amount at 1A in the Summary section over the page

**OR**

(leave 1B blank)

###### OR if varying this amount, complete G22, G23, G24

Estimated net GST for the year

Varied amount for the

quarter

**G22** $

##### G23 $

, , .00

, , .00

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

### OR

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###### Write the G23 amount at 1A in the Summary section over the page and then complete the other sections (leave 1B blank)

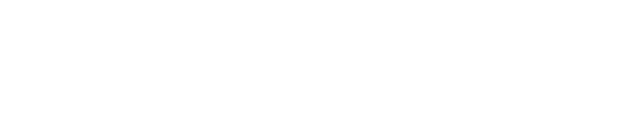
Reason code for variation **G24**

#### PAYG tax withheld

|  |
| --- |
|  |
| other payments **W1** $ ,3 0 0 ,4 0 0  Total salary, wages and .00 |
| Amount withheld from **W2** $ , 3 0, 0 0 0 .00  payments shown at W1  Amount withheld where **W4** $ .00  no ABN is quoted , ,  Other amounts withheld  (excluding any amount **W3** $ , , .00  shown at W2 or W4)  Total amounts withheld **W5** $ , 3 0, 0 0 0 .00  (W2 + W4 + W3)  **Write the W5 amount at 4 in the Summary section over the page and**  **then complete the other sections** |

**Methods of payment**

BPAY: contact your ﬁnancial institution to make this payment from your cheque or savings account.



x

**Option 1: Calculate GST and report quarterly**

Total sales **G1**

Does the amount shown at

G1 include GST? (indicate with **X**)

Export sales **G2**

$

x

Yes

, 9 8 2, 0 0 0.00

No

$ Other GST-free sales **G3** $ Capital purchases **G10** $

**G11** $

,

,

,

,

,

,

,

.00

.00

.00

Non-capital purchases

4 2 , 5 0 0.00

**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**

**Option 2: Calculate GST quarterly and report annually**

Total sales **G1**

Does the amount shown at

G1 include GST? (indicate with **X**)

$

,

,

.00

Yes

No

**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**



Quote biller code 75556 and your EFT code (shown on the front of the payment slip) as the customer reference number.

Direct credit: you can electronically transfer funds to the Tax Ofﬁce’s direct credit bank account using online banking facilities. Use BSB 093 003, Account number 316 385 and

your EFT code. Phone 1800 815 886 for assistance if required.

Direct debit: have your payment deducted from your ﬁnancial institution account (not credit cards). Phone 1800 802 308 for a direct debit request form and/or details.

Mail payments: mail the payment slip together with your cheque or money order using the envelope provided. Please do not use pins or staples. Do not send cash. See below for cheque information.

Post ofﬁce: payments can be made at any post ofﬁce by cash, cheque or EFTPOS (where available and subject to daily limits). A

$3,000 limit applies to cash payments. Your payment slip must be presented with your payment.

Cheques/money orders should be for amounts in Australian dollars and payable to ‘Deputy Commissioner of Taxation’. Cheques should be crossed ‘Not Negotiable’. Payments cannot be made by credit card, or in person at any Tax Ofﬁce branch or shopfront.

#### Summary

|  |
| --- |
| **PAYG income tax instalment** |
|  |
| **Only complete Option 1 OR 2** (indicate one choice with **X**) |

**If you are using GST Option 3 leave 1B, 1C, 1D, 1E, 1F blank**

##### Amounts you owe the Tax Ofﬁce

7 2

GST on sales or GST instalment

x

**1A** $

## , 8 9, 2

.00

Wine equalisation tax **1C** $

3000

Luxury car tax **1E** $

PAYG tax withheld **4** $

, , .00

, , .00

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  | 3 | 0 | 0 | 0 | 0 |

, , .00

0 0

PAYG income tax

instalment

**5A** $

, 3 ,0

.00

FBT instalment **6A** $

, 1, 0 0 0 .00

Deferred company/fund

**7** $

instalment

+ 6A + 7

, , .00

1A +1C + 1E + 4 + 5A

### OR

**8A** $

## , 1 2 3, 2

.00

##### Amounts the Tax Ofﬁce owes you

7 2

GST on purchases Wine equalisation tax

refundable

**1B** $

**1D** $

## , 3 ,0 9 0

, ,

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |

.00

.00

Luxury car tax refundable **1F** $

, , .00

Credit from PAYG income tax

instalment variation

Credit from FBT instalment variation

**5B** $

**6B** $

, , .00

, , .00

1B + 1D +1F + 5B + 6B **8B** $

## , 3, 0

.00

9 0

#### Fringe beneﬁts tax (FBT) instalment

**Payment or refund?**

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

**F1** $

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

x Yes,

No,

then write the result of **8A minus 8B** at 9. **This amount is payable to the Tax Ofﬁce**.

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).

Estimated FBT for the year

Varied amount for

the quarter

**F2** $

**F3** $

, , .00

, , .00

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

**Your payment or refund amount 9** $ , 1 2 0 ,1 8 2

.00

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

Reason code for variation **F4**

**MINS**

**HRS**

Do not use symbols such as +, –, /, $



**Option 1: Pay a PAYG instalment amount quarterly**

**T7** $

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

Estimated tax for the year **T8** $

,

,

.00

Varied amount for the

quarter

**T9**

$

,

,

.00

**Write the T9 amount at 5A in the Summary section**

Reason code for variation **T4**

**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**

Reason code for variation **T4**

**Declaration** I declare that the information given on this form is true and correct, and that I am authorised to make this declaration. The tax invoice requirements have been met.

Signature XXX

Date XX/ XX / XX

Activity statement instructions are available from [**www.ato.gov.au**](http://www.ato.gov.au/) or can be ordered by phoning **13 28 66**. The Tax Ofﬁce is authorised by the tax laws to collect this information to administer those laws and may pass information to other government agencies. More information about privacy and access to your tax information is available from [**www.ato.gov.au**](http://www.ato.gov.au/)

Estimate the time taken to complete this form. Include the time taken to collect any information.

**Return this completed form to**