

Office use only

☐ ☐


41971119

Instalment activity statement

Document ID

Form due on

Payment due on

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

- 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 and 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

PAYG tax withheld

 Total salary, wages and other payments W1 \$

 Amount withheld from payments shown at W1 W2 \$

 Amount withheld where no ABN is quoted W4 \$

 Other amounts withheld (excluding any amount shown at W2 or W4) W3 \$

 Total amounts withheld (W2 + W4 + W3) W5 \$

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®


 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 \$

Varied amount payable for the quarter F3 \$

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

Reason code for variation F4

Summary

Amounts you owe the ATO

PAYG tax withheld 4 \$

PAYG income tax instalment 5A \$

FBT instalment 6A \$

Deferred company/fund instalment 7 \$

4 + 5A + 6A + 7 8A \$

Amounts the ATO owes you

Credit from PAYG income tax instalment variation 5B \$

Credit from FBT instalment variation 6B \$

5B + 6B 8B \$

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 \$

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