

# Tax file number declaration

**!** This declaration is **NOT** an application for a tax file number.

**To be signed by the PAYEE and returned to the PAYER**

■ Read all the instructions provided by the payer before you complete this declaration.

**Payer**  **ABN (or WPN)**

**1 What is your tax file number (TFN)?**

**2 What is your name?**

Title: Mr  Mrs  Miss  Ms  Other

Surname or family name

First given name

Other given names

**3 What is your home address in Australia?**

Suburb/town

State/territory

Postcode

**4 If you have changed your name since you last dealt with the ATO, show your previous name details.**

Surname or family name

First given name

Other given names

**5 What is your primary email address?**

**6 What is your date of birth?**  /  /

Day

Month

Year

**7 On what basis are you paid?**

Full time employment  Part time employment  Labour hire  Superannuation or annuity income stream  Casual employment

**8 I am**

An Australian resident for tax purposes  A foreign resident for tax purposes  A working holiday maker

**9 Do you want to claim the tax-free threshold from this payer?**

No  Yes

Only claim the tax-free threshold from one payer at a time, unless your total income from all sources for the financial year will be less than the tax-free threshold. Answer no here if you are a foreign resident or working holiday maker, except if you are a foreign resident in receipt of an Australian Government pension or allowance.

**10 Do you have a Higher Education Loan Program (HELP), VET Student Loan (VSL), Financial Supplement (FS), Student Start-up Loan (SSL) or Trade Support Loan (TSL) debt?**

No  Yes  If **Yes** your payer will withhold additional amounts to cover any compulsory repayment that may be raised on your notice of assessment

**DECLARATION by payee:** *I declare that the information I have given is true and correct.*

**Signature**

**Date**

Day Month Year  
 /  /

N.B. There are penalties for deliberately making a false or misleading statement