

Single Touch Payroll
Tax Time 2019

How will EOFY be different?

If employers normally reconcile at year end, they can still do that

Instead of providing a payment summary and lodging a Payment summary annual report, employers need to submit a 'Finalisation Declaration' through an STP-enabled solution

If you commenced reporting this year, the due date for finalisation is 31 July.



Employers will need to provide a payment summary for any payments not reported through Single Touch Payroll i.e. employee share scheme.

Example – income statement

Tax agents acting on behalf individuals will also have access to the income statement.

Menu path – Client in focus > Lodgments > Client Reports > Pre-generated reports – STP – View income statements

Income statements | Australian Taxation Office Online Services - Internet Explorer

Australian Government
Australian Taxation Office

TFN, ABN, WPN, EIN or name

View client list Advanced search

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Income statements

The employers listed below have reported payroll information. When using this information to prepare your tax return, note:

- > 'Tax ready' means this statement is complete and will be prefilled in your tax return.
- > 'Year to date' or 'Not tax ready' means the statement may be incomplete and must be checked before it is used. Your employer has until 31 July to finalise the information.
- > If you believe the amounts are incorrect, you should contact your employer.

Current History

Income details for the current and previous year that the employer has reported through Single Touch Payroll. *Expand for more detail*

Employer	Income	Tax
U (NSW.ACT) Tax ready	\$157,143.56	\$50,267.00 
Total	\$157,143.56	\$50,267.00

Give us feedback

Year to date

Income statement will display as “Year to date” **during the financial year**

Not tax ready

Income statement will change to “Not tax ready” **on 1 July**

Tax ready

Income statement will change to **“Tax ready”** once the employer has made the **finalisation declaration**.

Amending after finalisation

There may be situations when an employer is required to make an amendment after finalisation.



Where the need for an amendment is identified, the employer has **14 days** to report the amendment.



After the EOFY, amendments to employee payroll information must be reported via an **update event**.

Tax ready

Employees **income statement** will be updated.

If the employee **hasn't** lodged their tax return:
their **income statement will be updated** in ATO Online with new "Tax ready" information.

If the employee has lodged their tax return and the amendment results in a **refund**:
we will **amend the return** and issue the refund.

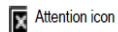
If the employee has lodged their tax return and the amendment results in **additional tax payable**:
we will **contact** the employee.

Pre-fill reports

Below is a sample of a pre-fill report

Pre-filling report 2019

Report created: 17/07/2018



Attention icon

You should not rely exclusively on this report but use it to assist you in preparing your client's income tax return. For more information refer to [portal help](#) or www.ato.gov.au/taprefilling.

TAXPAYER DETAILS

Tax file number	123456789
Title	MS
Given names	LEE ANNE
Family name and suffix	CITIZEN
Australian resident as at 07/07/2016	Yes
Postal address	3/94A BAYSWATER RD DICKSON ACT 2602
Residential address	3/94A BAYSWATER RD BILGOLA NSW 2107
Date of birth	01/04/1986

2018-19 PAYG PAYMENT SUMMARIES as at 18 August 2019

- Multiple payment summaries exist in pre-fill from the same employer. Check this information carefully.

This report contains one or more unfinalised income statements has been reported through [Single Touch Payroll](#). Generally your client's employer has until 31 July 2019 to finalise it. We recommend that you wait for this finalisation before lodging your client's tax return.

If you choose to include the information from this unfinalised income statement on your client's tax return, you are acknowledging that:

- your client's employer may finalise this income statement with different amounts
- you may need to amend your client's tax return, this may result in additional tax payable

If you choose to include this unfinalised income statement, you can edit the information to ensure your client's tax return is complete and correct.

Pre-fill reports

Type of payment summary: INB STP unfinalised income statement
Single Touch Payroll Status: Unfinalised
Available for pre-filing: 28/08/2019
ABN: 345987123/1
Employer's name: SLACKPACKER'S (Type H)
Employer's BMS ID: SLACK98247 Farm
Period from: 01/07/2018
Period to: 30/06/2019

Description	Type	Tax withheld	Income	Label
Gross payments			\$16,233.00	
Total tax withheld		\$3,633.45		
Allowances			\$23.00	

← Unfinalised data won't be mapped to an ITR label

Type of payment summary: INB STP finalised income statement
Single Touch Payroll Status: Finalised
Available for pre-filing: 14/06/2018
ABN: 13200330520/1
Employer's name: MY EMPLOYER & CO (Type S)
Employer BMS ID:
Period from: 01/07/2018
Period to: 30/06/2019

Description	Type	Tax withheld	Income	Label
Gross payments			\$111.00	1
Total tax withheld		\$11,003.00		1
Allowances			\$52,632.00	2
Lump sum A	Type T		\$156.00	3R
Lump sum B			\$25.00	3H
Lump sum D			\$143.00	
CDEP			\$11.00	5
Lump sum E			\$154.00	24Y
Other income			\$512.00	
<ul style="list-style-type: none"> Amount may be declared at various tax return labels depending on the circumstances of payment. 				
Total tax withheld		\$456.00		24E
Exempt foreign employment income			\$7,890.00	20N
Reportable fringe benefits			\$114.00	IT1N