The applicant’s contact details for Form 1 have been collected if

The applicant’s title is known and

The applicant’s first name is known and

The applicant’s last name is known and

The applicant’s phone number is known and

The applicant would like the ATO to contact them via email is known and

The applicant’s email is known

the property details have been collected if

the property type is known and

the address is known and

the suburb or town is known and

the state or territory is known and

the postcode is known and

the lot is known and

the plan is known and

the plan type is known

The transaction details are collected if

The contract date is known and

The expected settlement date is known and

The contract price is known

***Purchaser*: Information required for form 1**

Contact Details

* Whether they are the purchaser or representative
* Title/name
* Phone number
* Whether you would like the ATO to contact you via email
* If yes- email address (pop up)

Property Details

* Property type (house/land/unit)
* Address line 1 and 2
* Suburb/town
* Territory
* Postcode
* Lot
* Plan
* Plan type

Transaction Details

* Contract date
* Expected settlement date
* Contract price (GST inclusive)

the purchaser's details are collected if

the purchaser’s status is known and

the purchaser’s first name is known and

the purchaser’s last name is known and

the purchaser’s date of birth is known and

the purchaser’s ABN is known and

the purchaser’s TFN is known and

the purchaser’s phone number is known and

the purchaser’s country is known and

the purchaser’s address is known and

the purchaser’s suburb or town is known and

the purchaser’s state or territory is known and

the purchaser’s postcode is known and

the purchaser’s percentage of ownership is known and

the purchaser’s entity name is known and

the purchaser’s TFN is known

Purchasers Details (allows you to enter multiple purchasers)

* Individual/non-individual
* If Individual
  + First name
  + Last name
  + DOB
  + ABN
  + TFN
  + Phone number
  + Country
  + Address line 1 and 2
  + Suburb/town
  + State
  + Postcode
  + Percentage of ownership
* If non-individual
  + Entity name
  + ABN
  + TFN
  + Phone number
  + Country
  + Address line 1 and 2
  + Suburb/town
  + State
  + Postcode
  + Percentage of ownership

The supplier's details have been collected if

the supplier’s status is known and

The supplier’s first name is known and

The supplier’s last name is known and

The supplier’s ABN is known and

The supplier’s phone number is known and

The supplier’s country is known and

The supplier’s address is known and

The supplier’s suburb or town is known and

The supplier’s state is known and

The supplier’s postcode is known and

The supplier’s withholding payment is known and

The supplier’s entity name is known

The applicant submit the form if

The applicant has agreed to the declaration

Suppliers details

* Individual/non-individual
* If Individual
  + First name
  + Last name
  + ABN
  + Phone number
  + Country
  + Address line 1 and 2
  + Suburb/town
  + State
  + Postcode
  + Withholding payment
* If non-individual
  + Entity name
  + ABN
  + Phone number
  + Country
  + Address line 1 and 2
  + Suburb/town
  + State
  + Postcode
  + Withholding payment

Final prompt to tick the box to sign the declaration

***Purchaser*: Information required for form 2**

the applicant can complete Form 2 if

the applicant has submitted form 1 and

the suppliers or purchasers’ contact details have changed since Form 1 was submitted and

the applicant’s status is known

The applicant can submit Form 2 if

The applicant has agreed to the declaration

Have you completed the GST property settlement withholding notification form?

No-> Form 1 needs to be completed (provides link)

Yes-> asks the following

Are you this form as the purchaser or their representative?

Have the purchaser and/or suppliers details changed since the form 1 was submitted?

Yes-> need to submit another form 1

No-> asks the following

Contact details

* Title
* First name/ last name
* Phone number
* Whether you would like the ATO to contact you via email
* If yes- email address (pop up)

The applicant’s contact details for Form 2 have been collected if

The applicant’s title is known and

The applicant’s first name is known and

The applicant’s last name is known and

The applicant’s phone number is known and

The applicant would like the ATO to contact them via email is known and

The applicant’s email is known

the transaction details have been collected if

the lodgement reference number is known and

the payment reference number is known and

the settlement date is known and

the total withholding payment is known

Transaction details

* Lodgement reference number
* Payment reference number
* Settlement date
* Total withholding payment

Prompt to tick a declaration box