



## Tax file number declaration

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

■ Use a black or blue pen and print clearly in BLOCK LETTERS.

■ Print X in the appropriate boxes.

■ Read all the instructions including the privacy statement before you complete this declaration.

### Section A: To be completed by the PAYEE

1 What is your tax file number (TFN)?

4 9 6 8 6 7 6 1 3

For more information, see question 1 on page 2 of the instructions.

OR I have made a separate application/enquiry to the ATO for a new or existing TFN. ☐

OR I am claiming an exemption because I am under 18 years of age and do not earn enough to pay tax. ☐

OR I am claiming an exemption because I am in receipt of a pension, benefit or allowance. ☐

2 What is your name?

Title: Mr ☐ Mrs ☐ Miss ☒ Ms ☐

Surname or family name

S O N G

First given name

J I A

Other given names

3 What is your home address in Australia?

1 / 2 H O L T S T R E E T

Suburb/town/locality

S T A N M O R E

State/territory

N S W

Postcode

2 0 4 8

4 If you have changed your name since you last dealt with the ATO, provide your previous family name.

S O N G

5 What is your primary e-mail address?

J I A S O N G 2 1 4 @ G M A I L . C O

M

6 What is your date of birth?

Day: 1 4 / Month: 0 2 / Year: 1 9 9 4

7 On what basis are you paid? (select only one)

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

8 Are you: (select only one)

An Australian resident for tax purposes ☒ A foreign resident for tax purposes ☐ OR A working holiday maker ☐

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

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.

Yes ☒ No ☐ 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?

Yes ☐ Your payer will withhold additional amounts to cover any compulsory repayment that may be raised on your notice of assessment. No ☒

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

Signature

SONG  
You MUST SIGN here

Date: Day: 1 3 / Month: 1 2 / Year: 2 0 1 9

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

Once section A is completed and signed, give it to your payer to complete section B.

### Section B: To be completed by the PAYER (if you are not lodging online)

1 What is your Australian business number (ABN) or withholding payer number?

Branch number (if applicable)

2 If you don't have an ABN or withholding payer number, have you applied for one?

Yes ☐ No ☐

3 What is your legal name or registered business name (or your individual name if not in business)?

4 What is your business address?

Suburb/town/locality

State/territory

Postcode

5 What is your primary e-mail address?

6 Who is your contact person?

Business phone number

7 If you no longer make payments to this payee, print X in this box. ☐

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

Signature of payer

Date: Day: / Month: / Year:

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

Return the completed original ATO copy to:

Australian Taxation Office  
PO Box 9004  
PENRITH NSW 2740

IMPORTANT

See next page for:  
■ payer obligations  
■ lodging online.

