

RESOURCE GUIDE

ATO Key Dates Cheat Sheet

Stay on top of your BAS, IAS, and Super obligations.



Bookkeeping support built for local businesses — Karratha & the Pilbara

Missing a lodgement or payment deadline can mean unnecessary penalties and stress — and the dates can be easy to lose track of when you're busy running your business. Here's a simple reference for the key dates that come around each year.

If you're ever unsure which of these apply to you, just ask. — **Thilini**

Key Recurring Dates

Obligation	Due Date
BAS / GST (quarterly)	28 October, 28 February, 28 April, 28 July
PAYG Withholding	Reported as part of your BAS, on the same quarterly dates above
PAYG Instalments (monthly)	21st of the following month
PAYG Instalments (quarterly)	28 October, 28 February, 28 April, 28 July, as part of your BAS
WA Payroll Tax	7th of the following month
Fringe Benefits Tax (FBT)	21 May annually (FBT year runs 1 April – 31 March)
Company Tax Return	Generally 15 May, for the previous financial year
STP Finalisation	14 July annually

HANDY TIP

The 28 February BAS date is the exception to the usual "28th of the month after quarter end" pattern — it's pushed out from 28 January to give everyone a bit of breathing room after the holidays.

Superannuation & Payday Super

PAYDAY SUPER

Since 1 July 2026, superannuation must be paid at the same time as wages — on payday — rather than the old quarterly cycle. If you have employees, make sure your payroll process pays super each pay run rather than waiting for a quarterly date. Current SG rate: 12% of ordinary time earnings.

A Few Things to Keep in Mind

- If a due date falls on a weekend or public holiday, it's usually pushed to the next business day
- Lodging through a registered BAS Agent (like us) can sometimes extend certain due dates

- Set a reminder a few days before each date, not on the day — it gives you breathing room if anything's missing

Need a hand?

Never miss an important deadline again. If you'd rather not track all of this yourself, this is exactly what I help clients with every day.

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