

AUTHORITY TO LODGE PAYROLL TAX

This form authorises TR Accounting Services to prepare and lodge the nominated payroll tax return or annual reconciliation using the information supplied by the entity.



PAYROLL TAX DETAILS

Legal Entity Name

Trading Name (if different)

ABN

Payroll Tax Jurisdiction

☐ WA
☐ SA

☐ NSW
☐ TAS

☐ VIC
☐ ACT

☐ QLD
☐ NT

Payroll Tax Client ID / Registration Number

Reporting Period

From

To

Lodgment Type

☐ Periodic Return

☐ Annual Reconciliation

☐ Amendment

☐ Other

 Payroll Reports / Reconciliation
 Information Provided

☐ Yes

☐ No

☐ Not applicable


CLIENT AUTHORISATION AND DECLARATION

I / We declare that:

- ☒ The information provided to the BAS Agent for the Payroll Tax Reconciliation is true and correct.
- ☒ All information relevant to the preparation of the return or reconciliation has been provided.
- ☒ The entity holds the payroll and employment records relevant to the reporting period.

I am / We are authorised to act on behalf of the entity and authorise TR Accounting Services to prepare & lodge the relevant Payroll Tax Return or Annual Reconciliation.

Client's Signature:
Date:

Full Name

Capacity

☐ Owner
 ☐ Partner
 ☐ Director
 ☐ Trustee
 ☐ Authorised Officer



BAS AGENT DECLARATION AND ACCEPTANCE

I confirm that the payroll tax return or annual reconciliation has been prepared using the information supplied by the client or entity identified above. I have received the client's declaration and authority to lodge the relevant return or reconciliation on the entity's behalf.

BAS Agent's Signature:

Date:

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Capacity ☐ Director ☐ Registered BAS Agent

BAS Agent Business Name : TR Accounting Services

BAS Agent Name : Thilini Ranasinghe

Registered BAS Agent Number : 26321277

Phone : 0493 463 952

Email : info@traccountingservices.com.au



OFFICE USE ONLY

Client Authority Received ☐ Yes ☐ No Return Reviewed ☐ Yes ☐ No

Supporting Information Received ☐ Yes ☐ No Lodgment Completed ☐ Yes ☐ No

Lodgment Date:

Receipt / Confirmation Number:

Notes



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info@traccountingservices.com.au

