

Application for exemption from debits tax

Note:

- Accounts liable to debits tax are accounts kept with financial institutions, to which payments by the institutions in respect of cheques drawn on the institutions by the account holders, or by any one or more of the account holders, may be debited.
- A financial institution will not be liable to pay debits tax on debits to an account for which a Certificate of Exemption is in force.
- The Commissioner of State Revenue may grant a Certificate of Exemption where all debits to the account are excluded debits (see overleaf for definition of excluded debits).

NB. An exemption is not provided for accounts held with financial institutions that allow you to operate a personal cheque facility through an agency arrangement with another financial institution.

APPLICANT DETAILS

Note: If this is the first time your organisation has applied for an exemption from debits tax, you will need to supply the following information with this application:

- a copy of the constitution and memorandum of the organisation;
- a copy of the most recent financial statements; and
- a statement of the objectives and activities of the organisation.

Account holder's name

Postal address

State Postcode | | | | |

* Previous reference number (if known)

* Applies under section 26(1) of the *Debits Tax Act 1990* for each of the accounts below to be designated an exempt account.

Date from which you want the exemption to apply

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Note: The Commissioner of State Revenue will backdate a Certificate of Exemption up to three (3) years from the date an application is received, providing the applicant is entitled to the exemption during that period.

FINANCIAL INSTITUTION DETAILS

Account number one

Financial institution's name

Address

State Postcode | | | | |

Full name of account

BSB

Account no.

Account number two

Financial institution's name

Address

State

Postcode

Full name of account

BSB

Account no.

If more than two accounts to be listed, please attach list showing the details.

CERTIFICATION

I,

certify that all the information disclosed in this document is true and correct.

Signature

Position

Date

Organisation name

ACN

Telephone number

Facsimile number

Excluded debits are debits made to an account in the name of:

- charitable institutions, including public benevolent and religious institutions;
- support organisations for charitable institutions;
- public hospitals;
- non-profit schools;
- Commonwealth or State Government departments or authorities, or local government bodies, provided the body does not carry on activities in the nature of a business;
- foreign government; and
- foreign diplomatic and consular personnel.

The Commissioner of State Revenue may revoke a Certificate of Exemption if an eligible debit has been made, or is to be made, to an exempt account.

Eligible debits are debits other than excluded debits or exempt debits.

Exempt debits include adjusting debits in relation to tax on taxable credits.

Should an eligible debit be made to an exempt account, the account holder is liable to pay the debits tax imposed. Where an eligible debit has been made to an exempt account, or the holder of an exempt account expects that an eligible debit will be made within thirty (30) days, the account holder **must** notify the Commissioner of State Revenue in writing within seven (7) days. Failure of appropriate notification may result in a penalty being imposed on an account holder.

By correspondence

State Revenue Office, GPO Box 1641N, MELBOURNE VIC 3001

In person

State Revenue Office, Ground Floor, 505 Little Collins Street, Melbourne

Telephone

13 2161

Facsimile

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