

Notes for guidance

Total amount of premiums means the total consideration paid to an insurer or an insurance intermediary by, or on behalf of, the insured person to effect insurance (except exempt insurance), or in any manner credited to the account of the insurer. Premiums include any commission paid or payable, and the fire service levy paid or payable in connection with the insurance.

General Insurance is any kind of insurance applicable to (a) property in Victoria; or (b) a risk, contingency or event concerning an act or omission that, in the normal course or events, may occur within, or partly within, Victoria, or both. It also includes insurance effected in respect of trauma or disabilities. General insurance does not include life insurance or insurance that is exempt from duty in Division 5 Part 2 of Chapter 8 of the *Duties Act 2000*.

Important Notice

This form is to be used for lodgement and payment of duty under the *Duties Act 2000*.

Returns must be completed in full and lodged together with payments by the due date. If no duty is payable for the return period, a 'Nil' return must still be lodged and may be made by facsimile.

Penalties and interest under the *Taxation Administration Act 1997* may apply for non-lodgement or late payment.

Payment options

By mail

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

In person

State Revenue Office, Level 2, 121 Exhibition Street, Melbourne

Enquiries

Telephone 13 2161

Facsimile 03 9628 0819

Email sro@sro.vic.gov.au

Internet <http://www.sro.vic.gov.au>

Privacy Statement

All information collected by the SRO is protected by secrecy provisions in Acts administered by the SRO and in addition, personal information you provide to the SRO is protected by the *Information Privacy Act 2000*. Any information collected from you is only used for the purposes of the Acts administered by the SRO. Information (including personal information) is not disclosed to third parties unless authorised by law, or with your consent.