



- Write clearly, using a black pen only.
- Place in all relevant boxes.
- If there is not enough space to provide full details, write the additional information on a separate page. Ensure that any additional pages include your name or tax file number (TFN).
- Do not use pins or staples to attach any other documents you may provide.
- If you make a mistake ensure the correction is clear.
- If a question does not apply to you, write N/A.

! If you have any questions about this form or you need help completing it, phone the Debt Hardship Team on **1300 788 347**.

Section A: Your details

1 Full name

Title: Mr Mrs Miss Ms Other

Family name

First given name Other given names

2 Date of birth

Day Month Year

/ /

3 Tax file number (TFN)

! It is not an offence not to provide your TFN but not quoting it may delay this application. The Tax Office is authorised by the Taxation Administration Act to ask for information in this form.

4 Postal address

Street number and name

Suburb/town State/territory Postcode

5 Home address

If your home address is the same as your postal address, write 'as above'

Street number and name

Suburb/town State/territory Postcode

6 Contact numbers

If we need more information, it is quicker for us to contact you by telephone.

Home phone number (including area code) Work phone number (including area code) Mobile number

Preferred contact time : AM PM

7 Are you currently employed?

No Go to question 8

Yes What is your occupation?

8 Do you, or a family member, have a medical condition or illness that you think we should take into account?

No Go to question 9

Yes Provide details below

Section B: Your spouse or partner and family details

9 Do you have a spouse or partner living with you?

No Go to question 14

Yes

10 Spouse or partner's name

Title: Mr Mrs Miss Ms Other

Family name

First given name

Other given names

11 Date of birth Day / Month / Year

12 Is your spouse or partner currently employed?

No Go to question 13

Yes What is their occupation?

13 Is your spouse or partner also applying for release from his or her individual tax debt?

No Go to question 14

Yes You only need to complete **one form** to apply for release for both. However, both applicants must sign the declaration on page 12.

TFN (only include your spouse or partner's TFN if they are also applying for release)

14 List all your dependants (or other persons) living with you who rely on you for financial support

Full name of dependant(s)	Date of birth	Relationship to you	Dependant's fortnightly income
			\$
			\$
			\$
			\$

15 List any children (or other persons) not living with you, for whom you also provide some financial support

Full name	Date of birth	Relationship to you	Amount of support
			\$
			\$
			\$
			\$

16 Briefly describe your current accommodation.

For example, 'I live in a rented, twenty year old, three bedroom, single level house in a city suburb'.

Section C: Your tax liabilities

! If there is not enough space to provide full details, write the additional information on a separate page. Ensure that any additional pages include your name or tax file number (TFN).

17 How did your tax debt arise?

18 Have you tried to pay this debt by instalments?

No Go to question 19

Yes Provide details below

19 Have you tried to obtain a loan to pay the debt?

No Go to question 20

Yes Provide details below

20 Do you expect to have a tax bill in the future?

No Go to question 21

Yes Provide details of how you will pay any future tax liabilities

Section D: Income and expenditure details

PART 1: INCOME

21 Fortnightly income

	Applicant	Spouse or partner (if applicable)
Salary or wages including salary sacrificing amount (before tax)	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Commissions from sales	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Australian government pension, allowance or payment	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Family tax benefit	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Maintenance or child support received	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Business or partnership income (after expenses)	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Estate distributions (for example partnership, family trust, deceased estate)	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Superannuation income	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Overseas government pension, allowance or payment	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Income from rental property	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Board and other contributions to household income	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Dividends and interest	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Insurance income (for example worker's compensation, income protection insurance) Attach details on a separate page	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Other (bonuses, directors fees, incentives) Attach details on a separate page	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/>
Total before tax	\$ <input type="text"/><input type="text"/>, <input type="text"/><input type="text"/><input type="text"/>. <input type="text"/>	\$ <input type="text"/><input type="text"/>, <input type="text"/><input type="text"/><input type="text"/>. <input type="text"/>
Total after tax	\$ <input type="text"/><input type="text"/>, <input type="text"/><input type="text"/><input type="text"/>. <input type="text"/>	\$ <input type="text"/><input type="text"/>, <input type="text"/><input type="text"/><input type="text"/>. <input type="text"/>

PART 2: EXPENDITURE SUMMARY (PERSONAL-HOUSEHOLD EXPENDITURE ONLY)

22 Fortnightly household expenditure

Mortgage <input type="text"/>	Rent <input type="text"/>	Board <input type="text"/>	\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Food and household expenses			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Household repairs and maintenance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Electricity and gas			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Telephone (including mobile phone)			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Internet, pay television			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Water, council rates			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Clothing			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Vehicle registration and insurance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Vehicle repairs, maintenance, petrol and oil			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Vehicle loan repayments or leasing charges			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Fares			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
School fees and other educational expenses			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Household insurance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Health insurance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Life insurance, sickness or accident insurance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Superannuation contributions (other than employer deductions)			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Medical, dental and pharmacy			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Child support or maintenance			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Child care			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Hire purchase payments			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Loan repayments, credit card repayments (total)			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Entertainment			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Other (attach details on a separate page)			\$ <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX
Total			\$ <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> . XX

Section E: Asset and investment details

ASSET SUMMARY

23 Do you or your spouse or partner own, or are you buying, the home you live in?

No Go to question 25

Yes Provide details below

Property address

Suburb/town

State/territory

Postcode

Name of title holder(s)

Date of purchase

Day Month Year
 / /

Purchase price

\$,,.

Current market value

\$,,.

Mortgage details	First mortgage	Second mortgage
Name of loan provider		
Term of loan		
Date loan taken out		
Amount of loan	\$	\$
Current balance	\$	\$

24 Have you borrowed against this property to obtain loans for other purposes?

No Go to question 25

Yes Provide details below

Date of refinance Day Month Year
 / /

Reason for refinance. For example, debt consolidation, renovation or holiday.

25 Do you or your spouse or partner own a motor vehicle (includes motorcycle), caravan or boat?

No Go to question 26

Yes Provide details below

Vehicle details	Vehicle 1	Vehicle 2	Caravan	Boat
Owner				
Year and make (for example, 2006 Holden)				
Model				
Purchase date				
Current market value	\$	\$	\$	\$
Amount owed	\$	\$	\$	\$
Date of loan				

26 Do you or your spouse or partner have any other assets, not mentioned so far?

For example antiques, jewellery or art works.

No Go to question 27

Yes Provide details below

Current market value \$, , . ~~X~~

Description of asset(s)

--

27 Have you or your spouse or partner been a beneficiary of a deceased estate since your tax debt arose?

No Go to question 28

Yes Provide details below

Value of distribution

\$, , . ~~X~~

Date received or expected

Day / Month / Year
 / /

INVESTMENT SUMMARY

28 Do you or your spouse or partner own or are you buying any property for investment purposes?

For example, residential or commercial properties for rent or lease.

No Go to question 29

Yes Provide details below

Property address

Suburb/town

State/territory

Postcode

Name of title holder(s)

Date of purchase

Day: / Month: / Year:

Purchase price

\$, , .~~X~~

Current market value

\$, , .~~X~~

Mortgage details	First mortgage	Second mortgage
Name of loan provider		
Term of loan		
Date loan taken out		
Amount of loan	\$	\$
Current balance	\$	\$

29 Do you or your spouse or partner hold any shares in publicly listed companies, bonds or units in a unit trust?

No Go to question 30

Yes Provide details below

Type	Number of shares or units	Date purchased	Maturity date (bonds)	Value
				\$
				\$
				\$
				\$

30 Do you have any current claims for workers compensation, motor or road accident compensation, or court action for damages?

No Go to question 31

Yes Provide details on a separate page. For example, name and address of insurer, amount of claim, claim number, name of legal representative, and date you expect to receive payment

! Ensure that any additional pages include your name or tax file number (TFN).

Section F: Bank accounts and credit or store cards

31 Provide all financial details relating to you, your spouse or partner and dependants. Include any bank or credit society accounts, investments, term deposits or money held in trust and all credit card debts.

SAVINGS

Institution	Account name	Account type (for example, savings, term deposit)	Account number	Balance
				\$
				\$
				\$
				\$

CREDIT CARDS

Institution	Account name	Credit card or store card limit	Balance owing	Minimum fortnightly payment	Actual fortnightly payment
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$
		\$	\$	\$	\$

32 Do you or your spouse or partner owe money to any other people or institutions not mentioned so far?

For example, finance company or loans from relatives.

No Go to question 33

Yes Provide details below

Lender	Amount borrowed	Date of loan	Purpose	Amount still owing
	\$			\$
	\$			\$

33 Does anyone owe you or your spouse or partner money?

No Go to question 34

Yes Provide details below

Debtor's name	Amount owed to you	Reason	Payment due date
	\$		
	\$		

Section G: Business

SOLE TRADER OR PARTNERSHIP

34 Have you or your spouse or partner operated a business, either as a sole trader or in a partnership?

No Go to question 35

Yes Provide details below

Business name

Australian business number (ABN)

Business start date

Day Month Year
 / /

Business cease date

Day Month Year
 / /

COMPANIES

35 Have you or your spouse or partner ever been a company director?

No Go to question 36

Yes Provide details below

Company name

Company TFN

TRUSTS

36 Do you or your spouse or partner have an interest in a trust?

No Go to question 37

Yes Provide details below

Name of trust

Trust TFN

Principal activity of trust

Name of trustee

Section I: Declaration

Before you sign this form

Please check that you have provided accurate and complete information.

Penalties

You should be aware that penalties may be imposed for giving false or misleading information.

Privacy

We are authorised by the *Taxation Administration Act 1953*, the *Income Tax Assessment Act 1936 and 1997* and the *Fringe Benefits Tax Assessment Act 1986* to ask for the information on this application. We need this information to help us administer laws relating to taxation and superannuation.

Where authorised by law to do so, we may give this information to other government agencies which administer laws relevant to your particular situation. Depending on your situation these agencies could include Centrelink, the Australian Federal Police, the Child Support Agency, the Department of Veterans' Affairs, the Department of Immigration and Multicultural and Indigenous Affairs, the Department of Family and Community Services and the Department of Education, Science and Training.

We may check the supporting information supplied with the issuing agencies.

I authorise my spouse/partner to discuss my tax affairs with the Tax Office

No Yes

I/we declare that the information given on this form is true and correct.

Signature

Date

Day: / Month: / Year:

Signature (spouse, if applicable)

Date

Day: / Month: / Year:

Application checklist (tick all boxes once complete)

- I/we have lodged all of my/our income tax returns and activity statements.
You must lodge all outstanding income tax returns and activity statements to help us determine the full amount of the taxation debt that may be released. If you have not lodged your income tax returns and activity statements, your application for release may not be considered and could be returned to you.
- I/we do not have an unresolved dispute with the Tax Office (for example, you objected to an income tax assessment or requested an amendment to your assessment)
Release may not be granted while your tax debt is in dispute.
- I/we have signed the declaration.
You must sign and date the declaration or your application will not be considered.
- I/we have kept a copy of the application for our records.

How to lodge your application

Send your application to:
Australian Taxation Office
Reply Paid 3129
PENRITH NSW 2740

 You do not need to include a postage stamp on the envelope.