

Quarterly PAYG
instalment notice

Document ID

Form due on
(if varying amount)

Payment due on

PAYG income tax instalment

for the period shown above is T7 \$

If you are paying the above amount – do not send this form to the ATO
(payment can be made using one of the 'Methods of payment' options below)

OR

If you wish to VARY this amount, you must complete the section over the page. Send this form to the ATO and pay varied amount (using one of the 'Methods of payment' options below).

METHODS OF PAYMENT

BPAY®
Contact your financial institution to make this payment from your cheque or savings account. You will need the details listed below.

Biller Code: 75556
Reference:

Credit card
Payments can be made online or by phone, visit our website at ato.gov.au/howtopay or phone **1300 898 089**. A card-payment fee applies.

Other payment options
For more information about other payment options, you can:
■ visit our website at ato.gov.au/howtopay
■ phone us on **1800 815 886**.
Payments cannot be made in person at any of our branches or shopfronts.

- When completing this form:
- print clearly using a black pen
 - round down to whole dollars (do not show cents)
 - if reporting a zero amount, print '0' (do not use NIL)
 - leave boxes blank if not applicable (do not use N/A, NIL)
 - do not report negative figures or use symbols such as +, -, /, \$.

Variation codes (T4)	
Reason for varying	T4 code
Change in investments	21
Current business structure not continuing	22
Significant change in trading conditions	23
Internal business restructure	24
Change in legislation or product mix	25
Financial market changes	26
Use of income tax losses	27

Varying your PAYG income tax instalment amount

Estimated tax for the year

T8

\$

Varied amount payable for the quarter

T9

\$

Reason code for variation (see variation codes table above)

T4

PAYG income tax instalment

5A

\$

Credit from PAYG income tax instalment variation

5B

\$

Don't complete this section unless you are **VARYING** your PAYG income tax instalment amount.

If you are **NOT VARYING** you only need to pay the amount at T7 on the reverse.

If you complete this section, you will need to lodge this form by mailing it to the address below.

Write the T9 amount at 5A below

Is 5A more than 5B?

(indicate with X)

Yes, then write the result of 5A minus 5B at 9. This amount is payable to the ATO.

No, then write the result of 5B minus 5A at 9. This amount is refundable to you (or offset against any other tax debt you have).

Your payment or refund amount

9

\$

Do not use symbols such as +, -, /, \$

Authorised contact person who completed the form

Contact phone number

Declaration I declare that the information given on this form is true and correct, and that I am authorised to make this declaration.

Signature

Date / /

If you varied your amount, return this completed form to

HRS

MINS

Estimate the time taken to complete this form. Include the time taken to collect any information.

Taxation laws authorise the ATO to collect information including personal information about individuals who may complete this form. For information about privacy and personal information go to [ato.gov.au/privacy](#). Activity statement instructions are available from [ato.gov.au](#) or can be ordered by phoning 13 28 66.

METHODS OF PAYMENT

BPAY®

Contact your financial institution to make this payment from your cheque or savings account. You will need the details listed below.

Biller Code: 75556

Reference: Your EFT code (shown on the front of your payment slip directly above the barcode)

Credit card

Payments can be made online or by phone, visit our website at [ato.gov.au/howtopay](#) or phone 1300 898 089. A card-payment fee applies.

Other payment options

For more information about other payment options, you can:

- visit our website at [ato.gov.au/howtopay](#)
- phone us on 1800 815 886.

Payments cannot be made in person at any of our branches or shopfronts.

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