

# How to claim or vary a Tax Deduction for Personal Super Contributions

**Introduction:** 

In Australia, you can claim a tax deduction for personal superannuation contributions to increase your retirement savings while reducing your taxable income.

Here's a step-by-step guide on how to claim a tax deduction for a personal super contribution.

Your two choices are:

• Notice of Intent to claim a tax deduction – complete this declaration if this is an original notice, or an additional notice to increase the amount you intend to deduct.

• Variation of previous valid notice of intent – complete this declaration if you have already lodged a valid notice with your fund for these contributions and you wish to reduce the amount stated in that notice.

How do I complete this notice of intent?

Download the form linked below.

<u>Notice of intent to claim or vary a deduction for personal super</u> <u>contributions | Australian Taxation Office (ato.gov.au)</u> See further below.

**Section A: Your details** 

Provide the following personal details so your super fund can identify you:

Tax file number (TFN) Name Date of birth Postal address Daytime phone number (including the area code).

**Section B: Super fund details** 

Provide your super fund's details:

Fund name Fund Australian business number (ABN) Member account number that your personal contributions are held in. Unique superannuation identifier (USI) – if known.



# Notice of intent to claim or vary a deduction for personal super contributions

# COMPLETING THIS STATEMENT

## Print clearly using a black pen only.

- Use BLOCK LETTERS and print one character per box.
- = Place X in ALL applicable boxes.

The instructions contain important information about completing this notice. Refer to them for more information about how to complete and lodge this notice.

# Section A: Your details

### 1 Tax file number (TFN)



The ATO does not collect this information provided on this form. This form is to assist you in providing details to your super fund. Your super fund is authorised to request your personal details, including your TFN, under the *Superannuation Industry (Supervision) Act 1993*, the *Income Tax Assessment Act 1997* and the *Taxation Administration Act 1953*. It is not an offence not to provide your TFN. However, if you do not provide your TFN, and your super fund doesn't already hold your TFN, they will not be permitted to accept the contribution(s) covered by this notice. For more information about your privacy please contact the entity you are providing this form to.

## 2 Name

Title: MrMrsMsOther				
Family name				
First given name Other given names				
3 Date of birth / / / / / / / / / / / / / / / / / / /				
4 Current postal address				
Suburb/town/locality Postcode Postcode				
Country if outside of Australia (Australia only) (Australia only) (Australia only)				
5 Daytime phone number (include area code)				

# Section B: Super fund's details

6	Fund name
7	Fund Australian business number (ABN)
8	Member account number
9	Unique Superannuation Identifier (USI) (if known)

NAT 71121-11.2014

Sensitive (when completed)

# Section C: Contribution details

#### 10 Personal contribution details

Is this notice varying an earlier notice?

Yes

If you answered 'No' complete the Original Notice to Claim a Tax Deduction section below. If you answered 'Yes' complete the Variation of previous valid notice of intent section below.

No

## **ORIGINAL NOTICE TO CLAIM A TAX DEDUCTION**

- 11 Financial year ended 30 June 20
- 12 My personal contributions to this fund in the above financial year
- 13 The amount of these personal contributions I will be claiming as a tax deduction



# Section D: Declaration

This form has a declaration where you say the information in it is correct and complete. Please review the information before you sign the declaration. If you provide false or misleading information, or fail to take reasonable care, you may be liable to administrative penalties imposed by taxation law.

## INTENTION TO CLAIM A TAX DEDUCTION

Complete this declaration if you have not previously lodged a valid notice with your super fund for these contributions.

I declare that at the time of lodging this notice:

- I intend to claim the personal contributions stated as a tax deduction
- I am a current member of the identified super fund
- the identified super fund currently holds these contributions and has not begun to pay a superannuation income stream based in whole or part on these contributions
- I have not included any of the contributions in an earlier valid notice.
- I declare that I am lodging this notice at the earlier of either:
- before the end of the day that I lodged my income tax return for the income year in which the personal contributions were made, or
- before the end of the income year following the year in which the contribution was made.
- I declare that the information given on this notice is correct and complete.

	Name (Print in BLOCK LETTERS)			
	Signature			
		Date		
Send your completed notice to your super fund. Do not send it to us. The information on this notice is for you and your super fund. We don't collect this information; we only provide a format for you to provide the information to your super fund.				
	VARIATION OF PREVIOUS VALID NOTICE OF INTENT			
14	Financial year ended 30 June 20			
15	My personal contributions to this fund in the above financial year	\$,·		
16	The amount of these personal contributions claimed in my original notice			

17 The amount of these personal contributions I will now be claiming as a tax \$ deduction



#### Declaration

This form has a declaration where you sign to indicate that the information in it is correct and complete. Please review the information before you sign the declaration. If you provide false or misleading information, or fail to take reasonable care, you may be liable to administrative penalties imposed by taxation law.

Complete this declaration if you have already lodged a valid notice with your fund for these contributions and you wish to reduce the amount stated in that notice. VARIATION OF PREVIOUS VALID NOTICE OF INTENT I declare that at the time of lodging this notice: I have not yet lodged my income tax return for the relevant year and this variation notice is being lodged on or before I intend to claim the personal contributions stated as a tax deduction 30 June in the financial year following the year in which the personal contributions were made, or I am a current member of the identified super fund the ATO has disallowed my claim for a deduction for the the identified super fund currently holds these contributions relevant year and this notice reduces the amount stated in and has not begun to pay a superannuation income stream my previous valid notice by the amount that has been based in whole or part on these contributions. disallowed. I declare that I wish to vary my previous valid notice for these I declare that the information given on this notice is correct contributions by reducing the amount I advised in my and complete. previous notice and I confirm that either: I have lodged my income tax return for the year in which the contribution was made, prior to the end of the following income year, and this variation notice is being lodged before the end of the day on which the return was lodged, or Name (Print in BLOCK LETTERS) Signature Date Send your completed variation notice to your super fund. Do not send it to us. The information on this notice is for you and

your super fund. We don't collect this information; we only provide a format for you to provide the information to your super fund.

# All information on the ATO website: <u>https://www.ato.gov.au/Forms/Notice-of-intent-to-claim-or-vary-a-deduction-for-personal-super-contributions/?</u> <u>anchor=Instructions#Howdolclaimadeduction</u>

Send your completed notice of intent to your super fund before you lodge your tax return. You will need to give an 'acknowledgment of receipt' to your accountant.