



Tax File Number (TFN) Reporting Form

PLEASE COMPLETE FORM IN BLOCK LETTERS IN BLACK INK

1. Important information for you

Your employees can authorise you to give us their TFN when they complete a *Tax File Number Declaration*. For any employee who has ticked yes on that form, you need to provide the TFN to us as soon as possible – preferably when you enrol that member in Accountants Super. In fact, if you don't pass that number onto us you could face a fine of \$1,000 per employee from the ATO.

You can supply these TFNs on the *New Member Enrolment Form*, via eSuper for employers or by completing all sections of this form.

2. Employer Details

Accountants Super Employer Number (if known)

Employer Business or Trading Name

Contact Details

Surname

Title

Given Name

Position

Street / Unit Number

Street Name

Suburb / Town

State

Postcode

Phone (Business Hours)

Fax

E-mail address* (Please **do not** leave any spaces empty, continue word on next line if necessary)

*Providing your email address means you are willing to receive important information about your Accountants Super account and other benefits and services by email.

3. Providing Employee Tax File Numbers

Employee 1 Accountants Super Member Number (if known)

Phone (After Hours)

Surname

Title

Date of birth

Given Name

Tax File Number



Employee 2 Accountants Super Member Number (if known)

Surname

Given Name

Phone (After Hours)

Title

Date of birth

Tax File Number

Employee 3 Accountants Super Member Number (if known)

Surname

Given Name

Phone (After Hours)

Title

Date of birth

Tax File Number

Employee 4 Accountants Super Member Number (if known)

Surname

Given Name

Phone (After Hours)

Title

Date of birth

Tax File Number

Employee 5 Accountants Super Member Number (if known)

Surname

Given Name

Phone (After Hours)

Title

Date of birth

Tax File Number

Accountants Super is authorised to collect your employees' Tax File Number (TFN) under the Superannuation Industry (Supervision) Act 1993 and will use it only for superannuation purposes. These purposes may change in the future. Although it is optional for members to give us their TFN, there may be consequences if they do not. For example, they may pay more superannuation tax than they have to, although this may be reclaimed through the Australian Taxation Office (ATO). In addition, their TFN may be used in the future to assist in ensuring they do not lose track of their benefits. The consequences of not providing their TFN may change in the future. (Please note - it is not an offence if employees do not provide their TFN). We may disclose TFNs to the ATO and to another superannuation fund if the member transfers a benefit to that fund.

4. Declaration

I hereby declare that to the best of my knowledge and belief, the information I have provided is true and correct.

Signed

Date

5.

Please return this form to:

Accountants Super
GPO Box 3607
Melbourne Vic 3001

For further information:

Phone: 1300 651 331
Fax: 1300 655 490
E-mail: asfinfo@accountants-super.com
Website: www.accountants-super.com

Professional Associations Superannuation Limited
(ABN 14 056 917 303 RSE L0000352) as Trustee of
Professional Associations Superannuation Fund (PASF)
(ABN 78 984 178 687 RSE R1000429).
Accountants Super is a division of PASF.

