

# Deduction for personal super contributions

How to complete your *Notice of intent to claim or vary a deduction for personal super contributions*

**!** This form should only be used for personal contributions made after 1 July 2007.

## WHO SHOULD COMPLETE THIS NOTICE?

You should complete this notice if you:

- intend to claim a tax deduction for your personal contributions, or
- want to vary a previous notice of intent you gave your super fund.

Your super fund may request the information in this notice:

- when you make your contribution
- at the end of the financial year, or
- as part of another form.

When you decide whether to claim a deduction for super contributions, you should consider the effect on your super co-contribution eligibility.

**➤** For more information about super co-contributions and tax deductions, refer to *Super co-contribution* (NAT 10596).

## WHEN SHOULD I COMPLETE THIS NOTICE?

You must lodge a notice of intent to claim a deduction with your super fund before whichever of the following occurs first:

- the day you lodge your income tax return for the year the contributions were made, or
- the end of the income year after the income year in which you made the contributions.

This does not apply, if you are varying a notice as a result of us not allowing a deduction and you are reducing the amount of a previous notice by the amount that is disallowed.

**➤** For more information about deductions for personal super contributions, refer to *Claiming deductions for personal super contributions* (NAT 71975).

**!** In this publication when we refer to a super fund, we mean:

- a super fund
- a retirement savings account, or
- an approved deposit fund.

## HOW DO I COMPLETE THIS NOTICE?

### Section A: Your details

Provide your personal details so your super fund can identify you, including your:

- 1 tax file number (TFN)
- 2 name
- 3 date of birth
- 4 postal address, and
- 5 daytime phone number (including the area code).

**!** You don't have to provide your TFN to your super fund. However, if your fund does not have your TFN, they may not be able to accept your contributions. Providing your TFN will also assist your fund in correctly identifying you.

### Section B: Super fund's details

Provide your super fund's details including their:

- 6 fund name
- 7 fund Australian business number (ABN), and
- 8 member account number that has received your personal contributions.

**!** You can find your super fund's ABN in your product disclosure statement or member statement. You can also search for their details on the *Super Fund Lookup*. This is available at [www.abn.business.gov.au](http://www.abn.business.gov.au)



## Section C: Contribution details

### 9 Personal contributions details

Provide the financial year you made, or intend to make, the personal contribution to your super fund.

Provide the amount of the personal contribution that you made, or intend to make, that are covered by this notice. If you have made, or intend to make, more than one contribution in the year, this amount does not have to cover every contribution. But you should not include any amounts covered by a previous notice for the year unless you are varying the amount to be deducted.

If you are making a variation to an earlier notice to reduce the amount you intend to deduct, place an 'x' in the applicable box to indicate that you are making a variation.

Show the amount of the contributions you want to claim as a tax deduction. If you are varying the amount covered by a previous notice, the amount cannot be greater than the amount recorded on the original notice.

## Section D: Declaration

Read the declaration that applies to you. If it is correct, print your full name, sign and date the declaration.

Choose one of the following:

- 1 If you have not previously notified your super fund that you are intending to claim a tax deduction for the personal contributions you have detailed in this notice, you need to complete the **Intention to claim a tax deduction declaration**, or
- 2 If you wish to vary a previous notice of intent, you need to complete the **Variation of previous deduction notice declaration**. You can apply for a variation if
  - you have not yet lodged your income tax return and it is on or before 30 June in the financial year following the year you made the contribution, or
  - we have disallowed your claim for a deduction and you are applying to reduce the amount claimed as a deduction by the amount that we have disallowed.

**!** You can only vary a previous notice of intent to **reduce** the amount you are claiming as a personal deduction.

## HOW DO I CLAIM OR VARY MY DEDUCTION?

**➤** Send this completed notice to your super fund.

Your super fund will send you an acknowledgment. Once your notice of intent to claim a deduction has been acknowledged, you cannot revoke or withdraw it, but you can apply to reduce it.

You must have received acknowledgment from your super fund before you lodge your income tax return. Once you have lodged your tax return you cannot apply to vary the amount you are claiming as a personal deduction, except if we have disallowed your claim for the deduction.

### **➤** MORE INFORMATION

For more information about personal super contributions, refer to *Claiming deductions for personal super contributions* (NAT 71975).

To obtain a copy of our publications or for more information:

- visit our website at **www.ato.gov.au**
- phone **13 10 20** between 8.00am and 6.00pm, Monday to Friday, or
- write to us at  
**PO Box 3100  
PENRITH NSW 2740**

If you do not speak English well and want to talk to a tax officer, phone the Translating and Interpreting Service on **13 14 50** for help with your call.

If you have a hearing or speech impairment and have access to appropriate TTY or modem equipment, phone **13 36 77**. If you do not have access to TTY or modem equipment, phone the Speech to Speech Relay Service on **1300 555 727**.



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

## WHEN COMPLETING THIS STATEMENT

- Print clearly in BLOCK LETTERS using a black pen only.
- Use BLOCK LETTERS and print one character per box.

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- Place  X in ALL applicable boxes.

**!** The instructions contain important information about completing this notice. Please refer to them for more information about how to complete and lodge this notice.

## Section A: Your details

### 1 Tax file number (TFN)

**!** You don't have to provide your TFN to your super fund. However, if your fund does not have your TFN, they may not be able to accept your contributions. Providing your TFN will also assist your fund in correctly identifying you.

### 2 Name

Title: Mr  Mrs  Miss  Ms  Other

Family name

First given name  Other given names

Day  / Month  / Year

### 4 Current postal address

Suburb/town/locality  State/territory  Postcode

Country if outside of Australia

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

## Section C: Contribution details

### 9 Personal contribution details

Financial year ended 30 June 20

My personal contributions to this fund covered by this notice \$

Is this notice varying an earlier notice? No  Yes

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

▲ Detach form here ▲

