



# Employee share scheme annual report – Supplier lodgment declaration

**!** You must complete this declaration each financial year you supply one or more employee share scheme (ESS) annual reports electronically on behalf of an employer. This declaration covers all ESS annual reports you lodge electronically for the employer for a particular financial year. You must receive the declaration from the employer ('Section B'), complete your declaration ('Section A') and return it to the employer before lodging the annual reports.

**Name of employer**

**Employer's tax file number**

     

OR

**Australian business number/Withholding payer number**

         

**Financial year being reported, ending 30 June 20**

 

## Section A: Declaration by supplier

### Privacy

We are authorised under the *Income Tax Assessment Act 1997* and the *Taxation Administration Act 1953* to ask for the information on this declaration. We need this information to help us to administer the taxation laws.

I declare that:

- I have prepared all ESS annual reports for the above financial year in accordance with the information supplied by the employer.
- I have received a declaration made by the employer that the information provided to me for the preparation of all reports is true and correct.
- I am authorised by the employer to give the information in the ESS annual report statement to the ATO.

Name of supplier

Name of person signing on behalf of supplier

Signature

Date

Day:   / Month:   / Year:  2  0

## Section B: Declaration by employer

I declare that in relation to all ESS annual reports for the financial year ended 30 June   :

- I authorise  to give the approved form to the ATO.
- The information provided to the supplier (if any) for the preparation of all ESS annual reports is true and correct.
- I will retain this declaration for five years and I must produce it if the ATO asks me for it.

**!** If we ask to see this declaration, you must provide it within a reasonable time.

Name of employer

Name of person signing on behalf of employer

Signature

Date

Day:   / Month:   / Year: