



Income declaration

– financial years up to and including 2008-2009

Purpose of this form

The Child Support Agency (CSA) uses your adjusted taxable income to calculate your child support assessment. (Adjusted taxable income is the total of the following: taxable income for the last relevant year of income, reportable fringe benefits, target foreign income, net rental property loss and tax free pensions or benefits received.) This form allows you to provide an income declaration if your taxable income has not yet been assessed by the Australian Taxation Office. It is important to keep your income details up-to-date to ensure your child support assessment is accurate.

Important: When you lodge your tax return, CSA may replace your income declaration with your taxable income and reassess your child support. The best way to ensure your child support is correct is to lodge your tax return on time every year. If you lodge your tax return late we may not be able to backdate any changes to your child support assessment.

- ☎ You can complete this form over the phone. Simply call **131 272*** between 8.30am and 4.45pm. Interpreters are available on **131 450***. Customers are offered a receipt number at the end of each phone call with the CSA, as part of our customer service guarantee.

🖨 This form is available online at www.csa.gov.au

Tick where applicable. Please write clearly in BLOCK LETTERS.

1 What are your personal details?

Title Mr Mrs Miss Ms Other

Family name

First given name

Other given names

Date of birth

 / /

Postal address

Postcode

Home phone

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Work phone

 ()

Mobile phone

Email

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2 What is your child support reference number?

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(as shown on your CSA letters)

3 Which tax years are you supplying income details for?

Financial year (July – June) ie: 2005 – 2006

20 – 20 20 – 20



Please attach a separate sheet if you need to provide details for more than two financial years.

4 Have you lodged tax returns for the above years?

No Are you required to lodge tax returns for the above years?

No **Go to 5.**

Yes Please state the years that you need to lodge and the date you will lodge these returns.

Yes What date did you lodge the returns?

 / /

What name and address were on your returns?

5 What are your income details for the years identified in question 3?

NOTES:

Gross income must include gross income from wages before tax, pension/benefits, business income, rental income and bank interest. Include any assessable income that would be included in your tax return.

Allowable deductions must be recognised by the Australian Taxation Office (e.g. work-related expenses and business expenses).

Reportable fringe benefits are benefits that are provided to an employee or an associate, instead of full salary/wage payment (e.g. salary sacrificing in exchange for a car).

Target foreign income is any foreign income exempt from tax, less any losses or outgoings incurred in deriving that income.

Tax Year		
a.	Gross income (see <i>Notes</i>)	\$
b.	Allowable deductions (see <i>Notes</i>)	\$
c.	Net taxable income (a minus b)	\$
d.	Net rental property losses (see i below)	\$
e.	Reportable fringe benefits (see <i>Notes</i>)	\$
f.	Target foreign income (see <i>Notes</i>)	\$
g.	Total tax free pensions and benefits	\$
h.	Total adjusted taxable income (c + d + e + f)	\$
i. Your rental income details, if any:		
	Rental interest deductions	\$
	Other rental deductions	\$
	Special building write-off	\$
	Total deductions and write-offs:	\$
	Rental income	\$
<i>Minus</i>	Total deductions and write-offs	\$
<i>Equals</i>	Rental property (-)loss/(+)gain	\$

Important: If you now earn at least 15 per cent less than the income you have provided on this form, you may be able to supply an estimate of your income. If your estimate is accepted, CSA will re-assess your child support to reflect your new income. Any changes to your assessment will be effective from the date your estimate is received. Your assessment will not be backdated.

6 Statement

I declare that:

- the information provided in this form is complete and correct.

I understand that:

- the penalty for deliberately giving false and misleading information, in accordance with the *Child Support (Assessment) Act 1989*, upon conviction, is imprisonment for up to six months.

Your signature

Date

/
/

Additional information

Where do I send this form?

Please send this form to:
The Child Support Agency
GPO Box 9815 MELBOURNE
VICTORIA 3001

Where can I find more information?

If you need more information, or you would like help to complete this form, please phone us on **131 272***. You can also read more about CSA and your options in our fact sheets available on the CSA website at www.csa.gov.au

What about customer privacy?

The information requested by CSA is needed for child support purposes and is required by child support law. We don't pass your personal information on to the other parent, unless this is required by law or necessary to make a decision that would affect the other parent. Some information may be passed to Centrelink, the Australian Taxation Office, the Family Assistance Office or the Social Security Appeals Tribunal. CSA may provide your contact details to people contracted by us to deliver services to separated parents, or to carry out research to help improve our services. You are not obliged to participate in any programs or research.

Our guidelines on privacy are in accordance with the *Privacy Act 1988*. For more information about how we treat your personal information, see the Guide on the CSA's website at www.csa.gov.au For more information about the Privacy Act and privacy generally, see the Privacy Commissioner's website at www.privacy.gov.au

What if I have a complaint?

Step One: Contact CSA and speak to your Customer Service Officer who will try to solve the problem.

Step Two: If you are not satisfied with the outcome, ask to speak to their manager.

Step Three: If you are still not satisfied, call CSA's Complaints Service on **132 919*** and speak to a complaints officer.

If you feel that CSA has been unable to successfully resolve your complaint, you can escalate your concerns by contacting the Commonwealth Ombudsman.

How can I report suspected fraud?

If you have information about someone who is misusing government services, please phone the Australian Government Services Tip-off Line on **131 524***.

The tip-off line allows you to confidentially report fraud against Centrelink, Medicare, the Pharmaceutical Benefits Scheme, or Child Support Agency.

***Call charges apply.**

Are you online?

Sign up to CSAonline: www.csa.gov.au