

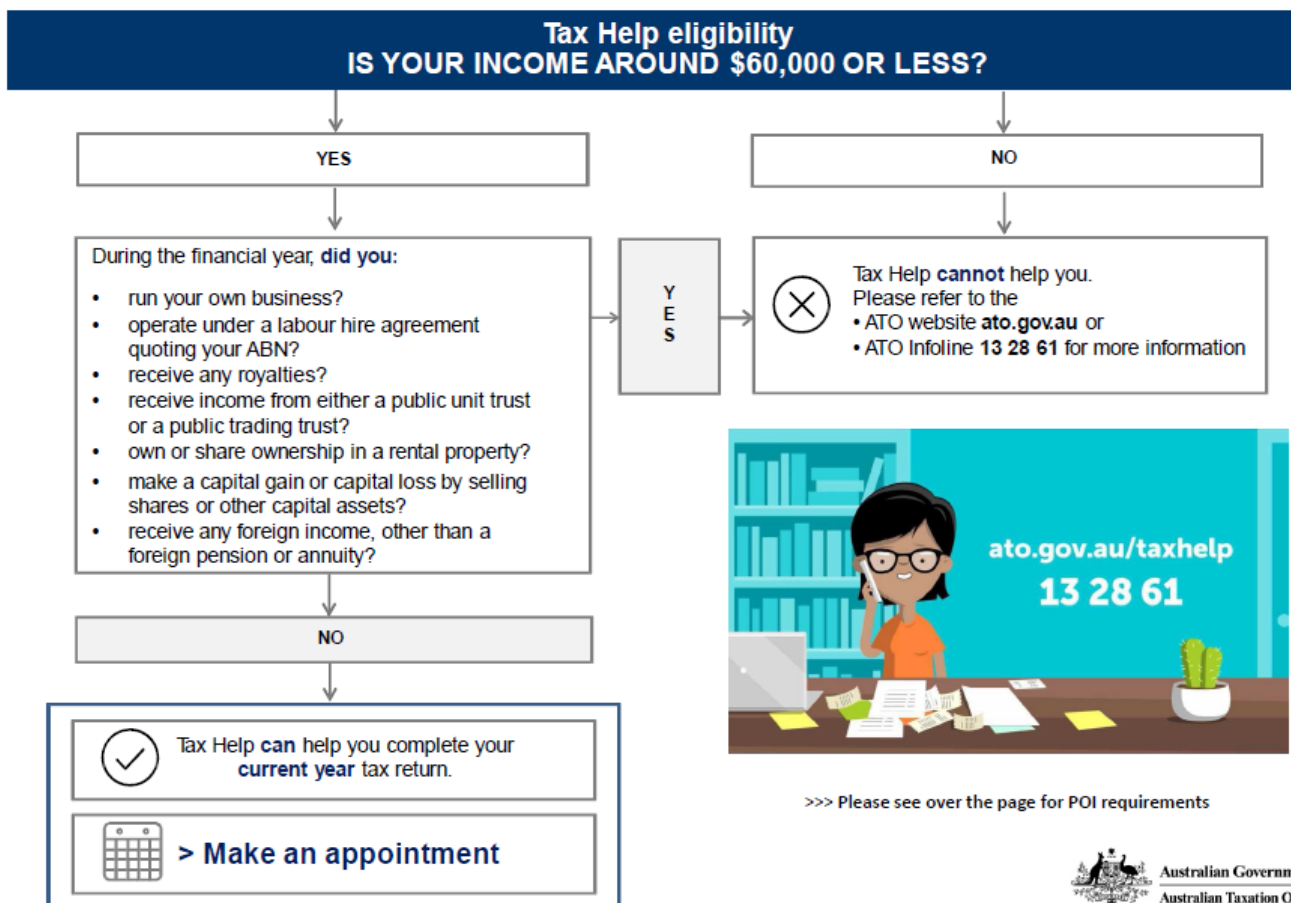
INFORMATION KIT

TAX HELP 2024

Am I Eligible?

Use the below flow chart to determine Tax Help eligibility

ato.gov.au/taxhelp



What do I do if I am not eligible?

Visit the ATO website at ato.gov.au or call the ATO Infoline on **13 28 65** for more information.

Where are Tax Help appointments located?

Tax Help will run from PPCG's St Kilda office at 161 Chapel St, St Kilda

When can I get Tax Help?

Tax Help runs for 3 months - August, September, October.

Who will help me with my tax?

All Tax Help assistants are volunteers that are trained by the ATO.

Before booking a Tax Help appointment:

You must have a myGov account and it must be linked to the ATO. If you do not have a myGov account or you haven't linked it to the ATO, the PPCG Support Workers can help you set one up and link it.

To help set up your myGov account please bring with you:

- ✓ your email address (and password if you don't access your emails from your smart phone).
If you don't have an email address, the PPCG Support Workers can set one up for you.
- ✓ your mobile phone

To link your myGov account to the ATO you can either:

(a) bring with you at least two of the following:

- ✓ a notice of assessment from the ATO received in the last five years
- ✓ a PAYG payment summary received in the last two years
- ✓ a super account statement from the last five years
- ✓ a dividends statement from the last two years
- ✓ a Centrelink payment summary from the last two years, or
- ✓ your bank account details. If you choose to use your bank account to confirm your identity, it must be an account you had your individual income tax refund paid into last year, or one that has earned interest in the last two years

or (b) bring with you a linking code from the ATO

A linking code can be obtained by calling the ATO on **13 28 61** and providing your Tax File Number. Please note that linking codes expire after 24 hours so should be obtained just prior to your appointment.

What must I bring to my Tax Help appointment?

- ✓ At least 3 forms of ID (examples are on the last page of this booklet)
- ✓ Payment Summary from your employer and / or Centrelink
- ✓ Notice of Assessment from the ATO
- ✓ Medicare Card
- ✓ Bank and Financial Institutions Statement
- ✓ Centrelink Income and Assets Statement
- ✓ Your phone so that you can get your myGov code

Can I do more than one year's tax returns?

One appointment is for one year only. If you have more years to do, tell us when you are making your booking.

Can I do someone else's tax returns in my appointment?

No. One appointment is for one person only. If your partner, family member or friend needs to do their tax return, they will need to book their own appointment. If they need help, you can go along with them.

What if I need to cancel my appointment?

Please call us on 8598 6600 as soon as possible so we can give the appointment to someone else.

What if I miss my appointment?

Because there are such a high number of people who need Tax Help, if you don't show up to your appointment, we will put you on a waiting list. If we have free appointments left, then we will call you. But we cannot guarantee you will get another appointment, so please ensure that you call us if you don't think you will be able to make it.

Any other questions?

Please call us on **8598 6600** or drop in to chat at **161 Chapel St, St Kilda**.
Alternatively, you can call the ATO on **13 28 61** or visit their website **ato.gov.au**.

Tax Help eligibility PROOF OF IDENTITY DOCUMENTS

Proof of Identity documents - A combination of these documents is used for POI

Clients bring these to the appointment:

- Payment summaries
- Notices of assessment from ATO
- Medicare card
- Bank and financial institution statements

Clients should also bring (at least 3):

- Australian driver licence or learners permit
- Imnicard
- Australian passport
- Overseas passport with Australian visa
- Australian birth certificate
- Australian marriage certificate
- Australian citizenship certificate
- Change of name certificate
- Recent correspondence from the ATO
- Previous tax return not more than 5 years old
- Centrelink CRN
- Superannuation account statement

Get the software to manage your tax
GPO BOX 9960
Sydney NSW 2001



My Your Name
PO Box 1111
Anytown NSW 1001

Your Tax File Number is
123 456 789
Date of Issue
3 SEP 08
Sequence Number
SNO 123456 789

Income Tax Assessment Act 1936 and Income Tax Assessment Act 1997
For the year ending 30 June 2008 for standardised accounting period

NOTICE OF ASSESSMENT

1	1688.3100
2	666.3100
3	8524.7100
4	421.7800
5	651.7800

Label 3 includes an amount of \$85,159 for Low Income Tax Offset.
PLEASE SEE THE REVERSE FOR IMPORTANT INFORMATION ABOUT YOUR ASSESSMENT.

