



Lodging SGC statements using the Excel spreadsheet

Avoid delays by providing complete employee information in your clients' super guarantee charge (SGC) statements.

Published 1 July 2024

Ensure timely processing of your clients' SGC statements by:

- always using the latest version of the Excel spreadsheet
- providing full information for each employee, including their
 - TFN
 - full legal name
 - date of birth
 - last known address.

Did you know – when lodging an SGC statement via Online services for agents, the Declaration tab doesn't need to be signed. The online services authentication process is considered an electronic signature.

QC 102653

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