



141670925

# Business activity statement

Office use only

Document ID

ABN

Form due on

Payment due on

GST accounting method

Contact phone number

Authorised contact person who completed the form

## HOW TO LODGE

You can lodge this form online using:

- Online services for business
- Standard Business Reporting (SBR)-enabled software
- ATO online services through myGov (sole traders only).

Once you've set up, it's quicker, easier and more secure. Visit [ato.gov.au/online-services](https://ato.gov.au/online-services)

If lodging by paper:

- print clearly using a black pen
- use whole dollars or '0' (zero)
- do not use n/a, nil, negative figures or symbols.

## Goods and services tax (GST)

Complete one of the three options below (place  in ONE option box only)

**Option 1: Calculate GST and report quarterly**

Total sales (G1 requires 1A completed) **G1** \$ .00

Does the amount shown at G1 include GST?  Yes  No

Export sales **G2** \$ .00

Other GST-free sales **G3** \$ .00

Capital purchases **G10** \$ .00

Non-capital purchases **G11** \$ .00

Report GST on sales at 1A and GST on purchases at 1B in the Summary section over the page

**OR**

**Option 2: Calculate GST quarterly and report annually**

Total sales (G1 requires 1A completed) **G1** \$ .00

Does the amount shown at G1 include GST?  Yes  No

Report GST on sales at 1A and GST on purchases at 1B in the Summary section over the page

**OR**

**Option 3: Pay GST instalment amount quarterly**

**G21** \$

Write the G21 amount at 1A in the Summary section over the page (leave 1B blank)  
OR if varying this amount, complete G22, G23, G24

Estimated net GST for the year **G22** \$ .00

Varied amount payable for the quarter **G23** \$ .00

Write the G23 amount at 1A in the Summary section over the page (leave 1B blank)

Reason code for variation **G24**

NAT 14167-09.2025 [DE-73594]

## HOW TO PAY

Your payment reference number (PRN) is:

BPAY®

Billers code: 75556  
Ref:

Telephone & Internet Banking - BPAY®

Make this payment from your preferred bank account.

For more information, visit [www.bpay.com.au](https://www.bpay.com.au)

## CREDIT OR DEBIT CARD

Pay online with your credit or debit card using our secure online service. A card payment fee may apply.

For more information, visit [ato.gov.au/payonline](https://ato.gov.au/payonline)

## OTHER PAYMENT OPTIONS

For other payment options, visit [ato.gov.au/howtopay](https://ato.gov.au/howtopay)

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This form can be lodged online. Visit [ato.gov.au/online-services](https://ato.gov.au/online-services)

