



Application for refund under indirect tax concession scheme (ITCS) – Fuel claim

ATO USE ONLY			
Claim number			
Date	Day □□	Month □□	Year □□□□

When completing this form

Print clearly in BLOCK LETTERS using a black or blue pen. If there is not enough space on the schedule for all your information, photocopy a blank schedule before you start so you have an additional page if you need it. All your fuel purchase information needs to be in this format. Send us all your schedule pages in your application.

Mission/post/organisation

Address

Name of contact person

Mobile phone number

Fuel claim

for the period from / / to / /

➤ Complete the schedule for fuel purchases overleaf.

We'll pay your refund by direct deposit to your mission/post/organisation's Australian bank account. If you don't have an Australian bank account, contact us to discuss alternative payment options.

! You need to submit original tax invoices with your application. They should be numbered and presented in the same order as your schedule entries. Complete the schedule with one total for each claimant. We will return original invoices to your mission/post/organisation when we have processed your claim.

Send your completed forms to us at:

Secure data transfer:

Contact us on itcs@ato.gov.au to set up a secure data transfer. Do not send your claim by email. You should be aware that the internet isn't a secure environment. We don't control the path of inbound and outbound emails, so we can't guarantee the privacy of personal information sent by email. You should be aware of this risk if you choose to communicate with us by email and include your personal details.

Mail:

ITCS
AUSTRALIAN
TAXATION OFFICE
GPO BOX 9977
BRISBANE QLD
4001

Privacy

Tax law authorises us to collect information and disclose it to other government agencies. This includes personal information of the person authorised to sign the declaration. For information about your privacy, go to ato.gov.au/privacy

Applications must be signed by an applicant or by an authorised representative on behalf of the applicant. Your mission stamp must be applied.

Full name

Date / /

Declaration

Applicant I declare that all the information I have given in this statement, including any attachments, is true and correct.
OR
Authorised agent by the applicant I declare that: this document has been prepared in accordance with information supplied by the authorised applicant; I have received a declaration from the authorised applicant authorising me to complete this form and stating that the information provided to me is true and correct; I am authorised by the authorised applicant to give this document to the Commissioner of Taxation.

Signature

You MUST SIGN here

Mission stamp

Mission stamp

Schedule for fuel purchases

	Official or personal	Surname	Given name	Product code (see below)	Date of Purchase	Litres	Total Purchase amount	GST	ATO Use Only
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

Product codes

A	Diesel, unleaded, leaded and premium gasoline
B	Heating oil
C	LPG

➤ Find out more

For more information about the ITCS visit our website at ato.gov.au/itcs