



# How to transition from the Small Business Superannuation Clearing House



The Small Business Superannuation Clearing House (SBSCH) closes permanently on 1 July 2026.

You won't be able to log in to the SBSCH to submit instructions or view records after 11:59 pm AEST on 30 June 2026.

## Use this checklist to help you leave the SBSCH before it closes.

You should allow sufficient time to download your super records and transition to an alternative provider.

If you pay super quarterly, we recommend your super payment for the January–March quarter (due 28 April 2026) be the last payment you make through the SBSCH. After this payment, download your records and use an alternative option.

The April–June quarter payment (due 28 July 2026) cannot be made using the SBSCH after 30 June 2026.

You don't have to wait until 1 July to get ready – you can start now.

## February–March 2026: Get ready

- Choose an alternative provider to the SBSCH:**
  - Check your existing payroll software – it may already have super payment functions.
  - Check other payroll software or providers. See the [SuperStream Product Register](#).
  - Find a commercial clearing house or super fund that provides payment options. This might include your default super fund.
- Get advice if you need it.** Talk with your tax professional if you're unsure about the best timing for your business to transition, or how you'll pay super going forward.

## April 2026: Make your final SBSCH payment

- Plan to use the SBSCH for the last time** for the January–March quarter super payments, which are due on 28 April. This will enable a smooth transition to your new provider.

## May–June 2026: Prepare to use your alternative provider

Follow these steps only after making your final payment through the SBSCH

**Download your employee payment transaction records before 30 June 2026.**

1. Log in to the **SBSCH** via ATO online services.
2. Go to the **Payment Instruction** tab, then the **Historical** tab.
3. Select the relevant period to display the details of the **Payment** instructions for selected dates.
4. Select the **Print friendly version** button.
5. Save the files [safely and securely](#) for future reference or audit purposes.

**Download your employees' details before 30 June 2026.**

1. Log in to the **SBSCH** via ATO online services.
2. Go to the **Employees** tab.
3. Filter for **All, Active** or **Inactive** employees.
4. Scroll to the bottom of the page and update the **Results per page** drop down to 100.
  - If you have more than 100 employee records you will need to repeat these steps. Use the Page navigation below the list of employees to view the next page of employees.
5. Select the **down arrow** beside each displayed employee record. Note that the employee's Unique Superannuation Identifier (USI) may display as 'Not provided' even if you have done so. If you need the employee's USI you will need to speak with them.
6. Access printer options from your internet browser.
7. Select the appropriate option to **Print to a PDF file**.
8. Save the PDF file [safely and securely](#) for use when manually transferring employee super fund details into your chosen clearing house or payroll software.

**Stop using the SBSCH and test your new payment method:**

- Conduct a test pay run for super payments before 30 June 2026 through your new payment method. Make sure you're ready to pay super each payday and know how to handle rejected contributions and error alerts.

**There is no access to the SBSCH after 11:59 PM AEST 30 June 2026.**

**Your login will be disabled.**

## July 2026: Use your alternative provider to pay super

**Use your alternative provider to pay any outstanding super for the April to June quarter, due 28 July 2026:**

- This is the last quarterly super payment. Any payments made after 28 July will be for Payday Super.

**From 1 July, you will need to pay your employees' super each payday instead of quarterly:**

- This applies to employee earnings from 1 July.
- For more information visit [ato.gov.au/PaydaySuper](#)
- See the Payday Super checklist for employers.

 **This is a general summary only.**

For more resources, including the Payday Super checklist for employers, visit [ato.gov.au/PaydayResources](#)

