



Statement of tax record application form – for clients without an Australian tax file number (TFN) or Australian business number (ABN)

If you do not have an Australian tax file number (TFN) or Australian business number (ABN) use this form to request a Statement of Tax Record (STR).

Your STR will be issued via email within four working days.

If you have an existing TFN or ABN, you will not be able to use this form to obtain a STR and should request an [STR through ATO online services](#).

All fields in the form below are mandatory.

Entity name (legal name of the entity requesting the STR)

Postal address

Suburb/town

State/territory

(Australia only)

Postcode

(Australia only)

Country if outside Australia

Business address

Suburb/town

State/territory

(Australia only)

Postcode

(Australia only)

Country if outside Australia

Email address (your STR will be sent to this email address)

Contact name

Contact phone number (include the country code if outside Australia)

Is your entity an Australian resident for tax purposes?

No

Yes

Do you agree to the following statements?

■ I will comply with and pay all Australian tax obligations

No

Yes

■ I have no tax related convictions in the last four years

No

Yes

■ I am complying with or do not have tax obligations outside of Australia

No

Yes

! You will need to answer **yes** to each of the statements above in order to receive a satisfactory STR. If you are unable to agree to any of these statements you can still submit your request, but you will not be able to receive a satisfactory STR.

Declaration

We collect information on this form so we can issue an ATO reference number (ARN) and a Statement of Tax Record (STR) to the entity the information is about. If we do not collect this information, we will not be able to issue an ARN or STR.

The ATO's privacy policy is on our website at ato.gov.au. The policy contains important information about your privacy, including information about how you can access and seek correction of information we hold about you, how you may complain about a breach of the Australian Privacy Principles and how the ATO will deal with any privacy complaint. Our contact details if you have any questions are ato.gov.au, **13 28 61** or GPO Box 9990 in an Australian capital city of a State or Territory.

By submitting this form you are declaring that all the information you have provided is true and correct and you are authorised to provide this information on behalf of the entity.

Name of person providing declaration

Position held in relation to entity (e.g. procurement officer, director, group accountant)

Lodging this form


Keep a copy of your completed form for your records and lodge your application by emailing your completed application to STRapplication@ato.gov.au. Include the subject title of **STR application**.

We will issue your statement of tax record within 4 business days after receiving all of the information. If we need more information we will contact you.

This mailbox should only be used to send us your application. General enquiries sent to this mailbox will not receive a response.

For general enquiries please phone **13 28 66** if in Australia.

If overseas, please phone our switchboard on **+61 2 6216 1111**, 8.00am – 5.00pm AEST or AEDT, Monday to Friday, and ask to be transferred to **1300 146 094**. Once instructed, enter call-back code 118#.

 The internet is not a secure environment. We don't control the path of emails, so privacy of personal information can't be guaranteed. If you choose to email us, be aware of this risk.