



# Notice to revoke an election to use a simplified GST accounting method

Use this form to notify us that you are going to stop using your chosen simplified GST accounting method.

**!** Do not complete this form if you have been using your chosen simplified GST accounting method for less than 12 months. Your request will not be accepted as you can only revoke a simplified method after you have used it for 12 months or more.

## Section A: Your details

**1 What is your Australian business number (ABN)?**

**!** While it is not compulsory to provide an ABN, it will help us process your form promptly.

**2 What is your legal name as it appears on the Australian Business Register?**

**3 What is your business name?** (if it is different from your legal name)

**4 What is your business address?**


Suburb/town

State/territory

Postcode




## Section B: Contact details

**5 Who is the authorised contact person for this notice?**

Family name

Given name



Position held

**Postal address** (if the same as the business address, write AS ABOVE)


Suburb/town

State/territory

Postcode




Business phone

Mobile



Email address

**6 Select your preferred method(s) for us to communicate with you**

Phone (including SMS)


Email

Mail

Portal


**!** As far as possible, we will communicate with you using your preferred method(s). If you choose to use email, be aware that the privacy of personal information cannot be guaranteed.

## Section C: Revoking your chosen simplified method

-  You can only revoke a simplified accounting method if you have been using it for at least 12 months. Once you stop using it, you cannot choose to use another simplified accounting method in the first 12 months of revoking your decision.

### 7 When do you intend to stop using your chosen simplified accounting method?

Day                      Month                      Year  
□□ / □□ / □□□□

-  This date must be the start of a tax period.

### 8 Indicate why you are going to stop using this method

Method no longer suitable

Ceasing business

No longer eligible to use method  Provide brief details

Other reason  Provide brief details


## Section D: Declaration

### 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, to go [ato.gov.au/privacy](http://ato.gov.au/privacy)

*I declare that I am authorised to lodge this form on behalf of the entity identified in Section A.*

Name

-  If you lodge this form via the Business or Tax Agent Portal, your AUSkey will be accepted as your electronic signature. You will not need to sign below.

**Sign and date below if you are sending by fax, email, post or delivering by hand**

Date


Day                      Month                      Year  
□□ / □□ / □□□□

## Lodging your form

Keep a copy of your completed form for your records and send the original to us via:

- the [Business Portal](#) or [Tax Agent Portal](#)
- fax on **1300 139 031**
- one of our shopfronts
- email to [GSTmail@ato.gov.au](mailto:GSTmail@ato.gov.au)
- mail to

**Australian Taxation Office**  
**PO Box 3524**  
**ALBURY NSW 2640**

-  If you lodge this form via the Business or Tax Agent Portal, you will receive an instant receipt and your form will be actioned faster than if lodged via post.