

A guide to your Personal Tax Deduction Notice and claiming a tax deduction for personal contributions made during the 2009/2010 financial year



The enclosed Personal Tax Deduction Notice needs to be completed if you want to claim a tax deduction for the personal superannuation contributions you made during the 2009/2010 financial year. You don't need to complete this notice if you're not claiming a tax deduction.

Only certain members are eligible to claim a tax deduction for personal contributions made to superannuation.

You CAN claim a tax deduction for the personal contributions you made if you are:

- self employed
- substantially self employed or
- not engaged in any employment activity.

Important

If you have engaged in any employment activity during the financial year you will need to meet the substantially self employed definition to be eligible to claim a tax deduction for your personal contributions. You are substantially self-employed if less than 10% of your total income (assessable income plus reportable fringe benefits plus reportable employer superannuation contributions) is attributable to employment as an employee for the financial year.

Personal contributions for these purposes include amounts contributed from the proceeds of certain payments for personal injury and amounts contributed from certain amounts arising from the disposal of qualifying small business assets.

You may be eligible to claim a tax deduction for a contribution that is attributable in whole or part to a capital gain where you have disregarded all or part of the capital gain under the small business retirement exemption if you were aged 55 or over when you made this choice.

You should seek advice to see if you are eligible to claim a deduction.

If you wish to claim a tax deduction, follow the instructions over the page.

If you are not eligible to claim a tax deduction or you do not wish to claim a tax deduction you don't need to complete the Personal Tax Deduction Notice or follow any further instructions in this guide.

Restrictive time periods to give notice

If you intend to claim a tax deduction for personal contributions you made during the 2009/2010 financial year, you need to complete and return the enclosed Personal Tax Deduction Notice before whichever of the following occurs first:

- the day you lodge your tax return for the 2009/2010 financial year, or
- 30 June 2011.

In addition, please be aware that you can not provide, or make a variation to a Personal Tax Deduction Notice if:

- you are no longer a member of the fund
- the trustee no longer holds the contribution (this may occur if you make a partial withdrawal)
- the trustee has begun to pay an income stream based in whole or part on the contribution or
- the trustee has accepted a contributions-splitting application in relation to the contribution.

If you have made personal contributions prior to 1 July 2007 and have not yet, but wish to, claim a deduction, you will need to complete a Section 82AAT Notice. Please contact your adviser for further information.

How to claim a tax deduction for your personal contributions

The following provides a guide to the steps you need to follow if you wish to claim a tax deduction for your personal contributions.

If you intend to claim a tax deduction for your personal super contributions, you need to complete the enclosed Personal Tax Deduction Notice (referred to in this guide as 'notice'), and advise BT of the amount you wish to claim as a tax deduction.

Please note this guide assumes that you will only be claiming a tax deduction for personal contributions made to this Plan. If you wish to claim a tax deduction for personal contributions that you have made to more than one superannuation fund, you should speak to your adviser for assistance in completing your Personal Tax Deduction Notice and your tax return.

Completing your Personal Tax Deduction Notice

- **Step 1**
Ensure you are eligible to claim a tax deduction by reading the first page of this Guide and speaking to your adviser.
- **Step 2**
Please confirm that the total personal contributions you have made are correctly shown in the box marked 'is my total personal contribution for the financial year ended 30 June 2010'.
- **Step 3**
Write the amount you intend to claim as a tax deduction in the first blank box on your notice.

15% of this amount will be deducted from your account to pay Government contributions tax.
- **Step 4**
Subtract the amount in Step 3 from the amount indicated in the box marked 'is my total personal contribution for the financial year ended 30 June 2010'. Write this figure in the second blank box on your notice.
- **Step 5**
Taking into account the 'Restrictive time periods to give notice' on Page 1 of this guide, notify us of your intention to claim a tax deduction by returning your notice. Instructions for returning your notice by fax or mail can be found under the heading 'Returning your Personal Tax Deduction Notice'.

Important information about claiming a tax deduction

Contributions you claim a deduction for will be treated as concessional contributions. Your total concessional contributions made to superannuation for the financial year will be concessional taxed up to your concessional contributions cap (for 2009/2010 this is \$25,000 or \$50,000 if you are aged 50 or over).

Returning your Personal Tax Deduction Notice

You can return your notice to BT by fax or mail:

→ **Fax**

Complete, sign and date the enclosed notice, and fax it to us on (02) 9274 5402.

→ **Mail**

Complete, sign and date the enclosed notice and mail to us (no stamp required) at:

BT Financial Group
Reply Paid 2919
Adelaide SA 5001

After receiving your Personal Tax Deduction Notice by fax or mail we will send you a letter acknowledging the amount you will be claiming within 30 days.

You will need to retain this acknowledgement letter with your tax records.

Completing your tax return

Once you have received your Personal Tax Deduction Notice acknowledgment letter from BT:

→ **Step 1**

Write the amount of your personal contributions that you are claiming as a tax deduction (the amount acknowledged in your Personal Tax Deduction Notice acknowledgement letter) at **H** in item **D13** of your tax return (contained in the supplement to TaxPack 2010).

→ **Step 2**

Write the name of the BT super fund in which you are invested, and your BT Member number in the boxes to the left of **H** in item **D13**.

→ **Step 3**

Write the Australian Business Number (ABN) for your BT super fund in the boxes below the BT super fund name. Please select your BT super fund ABN from below;

BT Lifetime Super – Employer Plan, ABN 39 827 542 991
BT Business Super, ABN 81 236 903 448

→ **Step 4**

You do not need to write anything in the boxes for the Fund Tax File Number.



More information?

- **See your financial adviser**
- **Visit www.bt.com.au**
- **Call 132 135**

The information contained in this publication dated July 2010 is provided for use by the investors in BT Lifetime Super – Employer Plan (ABN 39 827 542 991, RSE Registration No. R1001327), Trustee: BT Funds Management Limited (ABN 63 002 916 458, AFSL No. 233 724, RSE License No. L0001090) and BT Business Super (ABN 81 236 903 448, RSE Registration No. R1003970), Trustee: Westpac Securities Administration Limited (ABN 77 000 049 472, AFSL No. 233 731, RSE Licence No. L0001083). While every care has been taken in the preparation of this publication, no warranty is given as to the correctness of the information contained herein and no liability is accepted by Westpac Banking Corporation (ABN 33 007 457 141) or any other company in the Westpac Group of companies, or any of its officers for any statement or opinion or for any error or omission (including those due to negligence) to the extent permitted by law. Taxation considerations are based on current taxation laws and their interpretation as at July 2010. The levels and basis of taxation may change. The application of taxation laws depends on each investor's individual circumstances. You should therefore seek professional advice on your ability to claim a tax deduction and should not rely on the information in this publication as it is a guide only.

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