



Tax file number – application or enquiry for individuals living outside Australia

WHEN COMPLETING THIS FORM

- Refer to the instructions to help you complete this application.
Answer all the questions, otherwise we may need to contact you for further information.
Print clearly, using a black or dark blue pen only.
Use BLOCK LETTERS and print one character in each box.
Place X in all applicable boxes.
Do not use correction fluid or covering stickers.
Sign next to any corrections with your full signature (not initials).

Grid of boxes for block letters: S M I T H S T

- Make sure you read the privacy statement and sign the declaration at the end of the form.
Provide acceptable proof of identity documents as specified on page 5 of the instructions.

If you need help completing this application or you can't provide enough proof of identity documents, phone +61 2 6216 1111 between 8.00am and 5.00pm (Australian Eastern Standard Time or Eastern Daylight-saving Time), Monday to Friday, and ask to be transferred to Personal tax enquiries.

ATO USE ONLY grid

Section A: Applicant information

The answers to these questions will help us establish whether you are already on our records or not.

1 Are you an Australian resident for tax purposes?

See instructions pages 2 and 3.

No Yes checkboxes

2 Have you ever: (Place X in one box only)

- had an Australian tax file number (TFN)
applied for an Australian TFN before
lodged a tax return in Australia?

No Go to question 4.

Yes Go to question 3.

3 If you know the details of when you last dealt with us, provide them below.

When did you last deal with us? Year and Details (for example, tax return) boxes

Were your personal details the same as they are now?

No Provide your details as they were when you last dealt with us.

Yes Go to question 4.

Family name at that time

Family name boxes

First given name

First given name boxes

Other given names

Other given names boxes

Postal address for tax matters at that time

Postal address boxes

Postal address boxes

Postal address boxes

Suburb/town/locality boxes

Country if outside Australia

Country boxes

Name of your tax agent at that time (if applicable)

Name of tax agent boxes



Section B: Address details

➤ See instructions page 4.

We may use these details to send notices and correspondence about your taxation affairs.

9 What is your postal address? (Your TFN will be sent to this address.)

For example, write your home address, your post office box, or your Australian representative's postal address.

<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>
Suburb/town/locality	State/territory	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Country if outside Australia	(Australia only)	(Australia only)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

10 What is your home address outside Australia?

This must be a street address.

<input type="text"/>	
<input type="text"/>	
Suburb/town/locality	
<input type="text"/>	
Country	
<input type="text"/>	

Section C: Reason for application

11 Why do you need a TFN? (Place in one box only)

Option 1 – you receive income from an Australian rental property (provide details of one property)

Street address of rental property

<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>
Suburb/town/locality	State/territory	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Real estate agent's name

Real estate agent's address

<input type="text"/>		<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>
Suburb/town/locality	State/territory	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Option 2 – you are registering for an Australian business number (ABN) and, if applicable, another associated business account – for example, goods and services tax (GST)

We recommend you complete this TFN application before registering for an ABN – this will speed up processing of your ABN application. You can register for an ABN at abr.gov.au

If applicable, provide a business or company name

<input type="text"/>	
<input type="text"/>	

Australian Registered Body Number (ARBN) or
Australian Company Number (ACN)

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Option 3 – you receive Australian business income (including directors fees)

Provide the details of the entity that pays you.

Name of company, partnership, trust or individual

Street address

Suburb/town/locality

State/territory

Postcode

Australian Company Number (ACN) – if a company

Australian business number (ABN)

Option 4 – you receive a distribution from an Australian trust

Name of trust

Trust ABN

Option 5 – in terms of superannuation you:

- receive benefits from an Australian fund
- make personal contributions into an Australian fund, or
- are having contributions made on your behalf into an Australian fund.

Name of fund

Fund ABN

Option 6 – you receive other types of Australian income

Give full details, including any associated ACN or ABN.

Option 7 – you wish to obtain a refund of TFN withholding tax

Option 8 – your spouse is:

- an Australian resident, and
- applying for the Australian family tax benefit.

If you select this box, make sure you have completed question 8.

 See instructions **page 4**.

Section D: Contact details

➤ See instructions page 4.

12 What are your contact details?

Provide all details where you can. We may use these details to contact you as well as send notices and correspondence about your taxation affairs.

Daytime phone number (include area or country code)

Mobile number (include country code)

Email address (use BLOCK LETTERS)

13 Do you want to provide an alternate contact person?

ⓘ These details will only be used if we need help to process this form and will not be recorded on our systems. If you would like to add an authorised contact (nominated representative) on our systems to deal with us on your behalf, you will need to phone us when you receive your TFN.

No

Yes Provide the details of another person who we can contact for further information about your application below.

Contact person's name

Title: Mr Mrs Miss Ms Other

Family name

First given name

Other given names

Daytime phone number (include area or country code)

Mobile number (include country code)

Email address (use BLOCK LETTERS)

14 Do you have a registered tax agent or a legal representative in Australia?

No

Yes Provide your registered tax agent or legal representative's details below.

Name

Phone number (include area code)

Name of person you deal with

Registered tax agent number

Section E: Supporting documents

➤ See instructions pages 4–6.

This section will help you provide the proof of identity documents we need to process your application. If you do not provide all the documents we ask for, we cannot issue you with a TFN.

❗ You must provide **two documents**, one of which must be a primary document. They must both be current.

15 Which of the following supporting documents will you provide with your application?

(Place in all applicable boxes.)

Primary documents

- Foreign passport
- Foreign birth certificate
- Australian full birth certificate
- Australian passport.

Secondary documents

- National photo identification card
- Foreign government identification
- Marriage certificate – if you provide this document to verify how you changed your name, it will not count as a second document
- Drivers licence – the address listed on your licence must match the home address on this application.

16 Are you a parent or guardian signing this application?

➤ See page 2 of the instructions to see if you are eligible to sign the form on behalf of the applicant.

No Go to question 17.

Yes If you sign on behalf of the applicant you must include **all** of the following with this application:

- The applicant's supporting documents that you have selected at question 15.
- One of the 'Linking documents' on page 6 of the instructions that shows your relationship to the applicant.

❗ If one of the applicant's supporting documents that you have selected at question 15 shows your relationship to the applicant, (for example, a birth certificate) you do not need to provide another linking document.

Your own tax file number (TFN)

(See the privacy note in the declaration on page 7)

OR

If you do not provide your TFN, you will need to provide two of your own supporting documents, one must be a primary document. See 'Acceptable proof of identity documents' on page 5 of the instructions.

17 Are any of the supporting documents you will provide in a previous name?

No

Yes You will also need to provide one of the 'Linking documents' listed on page 6 of the instructions that shows how your name was changed.

18 Are the supporting documents you will provide in English?

No See instructions page 5.

Yes

❗ Make sure you sign the declaration on the next page.

