



# INSTITUTE OF GENERAL PRACTICE EDUCATION INC.

## GST COMPLIANCE

Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Phone (w): \_\_\_\_\_ Email: \_\_\_\_\_

Payment of:  Practice Subsidy only  Teaching Allowance only  Both

EFT Details: Acc Name: \_\_\_\_\_ BSB:       Acc No:

DO YOU HAVE AN ABN?

Yes, ABN:         Go to next question.

No. If the total payment claimed by you is more than \$50 excluding any GST amount, we are required by law to withhold 48.5% of that payment and pay it to the Australian Taxation Office, on your behalf.

ARE YOU REGISTERED FOR GST?

Yes, Go to next question.

No. You will be paid normally. No GST will be applied. No Tax will be withheld.

DO YOU WISH TO ISSUE YOUR OWN TAX INVOICE TO US?

(Alternatively we can issue a Recipient Created Tax Invoice (RCTI) on your behalf, saving you considerable paperwork)

Yes. We will forward payment to you, upon receipt of your TAX INVOICE.

No. Please read and sign the agreement below.

### RECIPIENT CREATED TAX INVOICE (RCTI) AGREEMENT

1. By entering into this agreement you authorize the Institute of General Practice Education Inc. to issue a Recipient Created Tax Invoice (RCTI) in respect of all taxable supplies made by you to the Institute in return for payment by the Institute.
2. You must not issue any Tax Invoices in respect of these supplies.
3. You must notify the Institute immediately if you cease to be registered for GST purposes or you become aware of any reason why your registration may be cancelled.
4. The Institute is registered for GST (ABN: 95 277 692 168). The Institute must notify you immediately should it cease to be registered for GST purposes or become aware of any reason why its registration may be cancelled.
5. By signing below, you warrant that you are properly authorized to agree to the terms of this agreement which, when received by the Institute will become legally binding.

Signature \_\_\_\_\_

Name (print) \_\_\_\_\_

Date: \_\_\_\_\_

Please complete and return this form to the Institute.