



## Forest Growers Quarterly Return Form

<p><b>Who should complete this return form</b></p>	<p><b>For a quarter ended between 1 July 2023 and 30 June 2024</b></p> <ul style="list-style-type: none"> <li>• a processor who processes leviable logs</li> <li>• a selling agent who sells leviable logs</li> <li>• a first purchaser who purchases leviable logs</li> <li>• a buying agent who purchases leviable logs</li> <li>• a producer who uses logs in the production of other goods</li> <li>• a producer who exports logs</li> </ul>
<p><b>How to complete the return form</b></p>	<p><b>Section A</b> – enter full business name, address and amount paid  <b>Section B</b> – enter your full name, date and sign the declaration acknowledging that you have authority to act on behalf of the organisation or business  <b>Section C</b> – enter total quantity and levy details  <b>Section D</b> – enter personal details of each producer, the quantity and levy details  <b>Sections E to H</b> – References</p> <p>Do not complete this form if lodging return online at <a href="http://leviesonline.agriculture.gov.au/LRSOnline">leviesonline.agriculture.gov.au/LRSOnline</a></p>
<p><b>Mandatory fields</b></p>	<p>Fields marked with an <b>asterisk (*)</b> are mandatory fields that must be completed in accordance with the <a href="#">Primary Industries Levies and Charges Collection Act 1991</a> and the <a href="#">Primary Industries Levies and Charges Regulations 1991</a>.</p>
<p><b>Declaration</b></p>	<p>The declaration must be signed by, in the case of:</p> <ul style="list-style-type: none"> <li>• an individual – that person</li> <li>• a body corporate – a company director, company secretary, or a principal officer</li> <li>• a partnership – one of the partners,</li> </ul> <p>or by a person authorised in writing to act on behalf of any of the above.</p>
<p><b>Due date</b></p>	<p>Return and payment must be lodged with the department within <b>28 days after the end of the quarter</b>.</p> <p><b>Example:</b> return and payment for the quarter ended September, are due by 28 October.</p>
<p><b>Late payments</b></p>	<p>Late levy payments incur a penalty calculated daily at a compounding rate of 2% each month, including penalties already accrued, until the outstanding amount is paid in full.</p>
<p><b>How to make a payment</b></p>	<p><b>EFT (Preferred):</b>  <b>Account name:</b> DAFF Official Administered Receipts Account  <b>BSB:</b> 092 009  <b>Account number:</b> 111 700  <b>Reference:</b> <i>your LRS account number &amp; business name</i></p> <p><b>Cheque or Money Order made out to:</b>          Department of Agriculture, Fisheries and Forestry - Levies</p>
<p><b>How to lodge the return</b></p>	<p><b>Email:</b> <a href="mailto:levies.management@aff.gov.au">levies.management@aff.gov.au</a>  <b>Fax:</b> 1800 609 150  <b>Mail:</b> Department of Agriculture, Fisheries and Forestry – Levies          Locked Bag 4488          KINGSTON ACT 2604</p> <p><b>Note:</b> Please do not mark private and confidential on the envelope</p>
<p><b>Contact us</b></p>	<p><b>Levies Management:</b> 1800 020 619 (free call number)  <b>Email:</b> <a href="mailto:levies.management@aff.gov.au">levies.management@aff.gov.au</a></p>



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Do not complete this form if you lodge your return online at: [leviesonline.agriculture.gov.au/LRSOnline](http://leviesonline.agriculture.gov.au/LRSOnline)

### SECTION A: Lodgement details

LRS account number Quarter ended\* / /

Please note that your **LRS account number** is required for account management purposes.

ABN\* ACN\*

Full Business Name\*

Please note that **name** can be either the name of a company or an individual. Please use whichever is most relevant.

Business Address\* (not a PO Box)

Postal Address\*

Phone Fax

Email

Method of payment: EFT  Cheque  Money Order  Levy paid\* \$

Date deposited: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### SECTION B: Declaration

**Declaration: I declare that to the best of my knowledge the information contained on this return form and any attachments is correct in every essential detail.**

Note: Giving false or misleading information is a criminal offence.

Title First name\* Last name\*

By signing this form, I acknowledge that I am authorised to sign this declaration as a director, secretary or principal officer of the relevant body corporate, a partner of the relevant partnership or am otherwise able to sign the declaration as an owner or individual authorised in writing to act on behalf of the business, body corporate or partnership as relevant.

Signature\*

Date\*



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### SECTION C: Total quantity and levy details

#### Part 1: Forest Growers Levy (excludes quantities reported in Part 2 below)

Type	Commodity	(i) TOTAL quantity of logs received or processed/produced /bought/sold (m <sup>3</sup> )	(ii) Exempt logs (m <sup>3</sup> )	(i)-(ii)=(iii) Quantity of leviable logs (m <sup>3</sup> )	(iv) Levy rate (Cents/m <sup>3</sup> ) <sup>^^</sup>	(iii) x (iv) = Levy payable/paid (\$)
Plantation Logs <sup>^</sup>	Exotic Softwood				16 cents/m <sup>3</sup>	\$ A
	Other				16 cents/m <sup>3</sup>	\$ B
Other logs					11 cents/m <sup>3</sup>	\$ C
PART 1 SUB TOTAL (A + B + C)						\$

<sup>^</sup>Logs that are subject to the Plant Health Australia levy under the Primary Industries (Excise) Levies Regulations 1999.

<sup>^^</sup>Total of levy rates that apply under the Primary Industries (Excise) Levies Regulations 1999.

#### Part 2: State and Territory voluntary (levy equivalent) contributions paid

Type	Quantity of logs on which levy equivalent contribution is paid (m <sup>3</sup> )	Amount paid (\$)
Plantation logs		D
Other logs		E
PART 2 SUB TOTAL (D + E)		\$

GST is not applied to Australian Government levies and charges.

**NOTE:** State and Territory bodies may choose to pay their voluntary contributions direct to Forest and Wood Products Australia Limited.



**SECTION D: Personal details of producers of the leviable logs\***

Producer's ABN or ACN*	Full Name*	Postal Address*	Postcode *	Type/Category*	Quantity of leviable logs (m <sup>3</sup> ) *	Levy payable/paid (\$)*
				Plantation – Exotic Softwood		
				Plantation - Other		
				Other Logs		
				Plantation – Exotic Softwood		
				Plantation - Other		
				Other Logs		
				Plantation – Exotic Softwood		
				Plantation - Other		
				Other Logs		
				Plantation – Exotic Softwood		
				Plantation - Other		
				Other Logs		

Total Plantation – Exotic Softwood		
Total Plantation - Other		
Total Other Logs		
<b>TOTAL</b>		

The total quantity of leviable logs and levy payable/paid in **Section D** must match the total in **Section C Part 1**.



## SECTION E: Exemptions

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Levy is not payable on:

- logs used by the producer for domestic purposes
- products and by-products of processing the logs used by the operator of a mill for domestic purposes
- logs produced from trees that were grown on a form operated by the operator of a mill and the products and by-products of processing the logs for use on that farm
- logs processed for producing fuel wood
- logs produced either as a result of landscaping or after removing trees that were a safety hazard and which were processed at the site of production
- logs processed at a mobile mill that is not permanently sited and are processed for the purposes of producing timber products that are not chip or pulp and for which the amount of levy payable by the processor in a financial year would be \$100 or less
- logs that are owned by state or territory government bodies, or
- logs if less than 20,000 cubic metres of leviable logs were produced in a levy year from 1 July 2022.

## SECTION F: Definitions

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**Logs** means logs that have not undergone any form of processing other than:

- a) debarking; or
- b) any other process prescribed by regulations made for the purposes of Schedule 10 of the *Primary Industries (Excise) Levies Act 1999*.

**Mill** means premises at which logs are subjected to a process other than a process of a kind referred to in paragraph (a) or (b) of the definition of **logs**.

**Operator** of a mill means the person who processes logs at the mill.

**Plantation** means an intensively managed stand of trees of either native or exotic species that is created by the regular placement of seedlings or seeds.

**Producer** of logs is the person who owns the logs immediately after the trees from which the logs are produced are felled.

## SECTION G: Privacy notice

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Personal information collected on this return or in any other form supplied by you to the Department of Agriculture, Fisheries and Forestry (the Department) for the purposes of lodging a return with the Department will be treated in accordance with the *Privacy Act 1988* and any relevant guidelines.

### Personal information

'Personal information' means information or an opinion about an identified individual, or an individual who is reasonably identifiable.

The collection of mandatory information as denoted by an asterisk (\*) is authorised by the *Primary Industries Levies and Charges Collection Act 1991* (the Act) and the *Primary Industries Levies and Charges Collection Regulations 1991* for the purpose of administering the levy or charge.

If you do not provide the mandatory information requested in this form, you will be in breach of the Act and the Department may be required to take action. The Department will also be unable to administer the levy or charge if the mandatory information is not provided.



The personal information collected may include information in relation to your business, including your ABN, ACN, business name, contact person details, email address, physical address, and phone number and information about the people you dealt with in a return period.

Giving false or misleading information is a serious offence.

### **Disclosure, use and storage of information**

The Department may disclose and/or use your personal information and those of the people you dealt with in a return period to eligible recipients, including the Australian Bureau of Statistics, in accordance with the *Primary Industries Levies and Charges Collection Act 1991*

Information you provide in a return, about yourself or other individuals, may be used as required or authorised under the *Export Control Act 2020* for the purpose of meeting assessment requirements relating to persons who are required to be fit and proper persons under the *Export Control Act 2020*.

The Department may also use your personal information to contact you to provide information relating to levies, such as when there are changes to levy rates or to administrative arrangements for payment of levies.

Your personal information will be used and stored in accordance with the Australian Privacy Principles. See our Privacy Policy webpage at: <https://www.agriculture.gov.au/about/commitment/privacy> to learn more about accessing or correcting personal information or making a complaint. Alternatively, you can email the Department at [privacy@aff.gov.au](mailto:privacy@aff.gov.au).

## **SECTION H: Levies contacts**

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**Melbourne Office** – enquiries for Victoria and Tasmania,

**Free Call:** 1800 683 839

**Fax:** (03) 8318 8234

**Sydney Office** – enquiries for Australian Capital Territory, New South Wales, and Queensland

**Free Call:** 1800 625 103

**Fax:** (02) 8334 7135

**Adelaide Office** – enquiries for Northern Territory, South Australia, and Western Australia

**Free Call:** 1800 814 961

**Fax:** (08) 8201 6099