



# Australian Government

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## Department of Agriculture

(ABN: 24 113 085 695)

### Return of Turf

**\*\*IMPORTANT - You can now lodge your Turf Return Form online\*\***

The levy return form for Turf is now available for lodgement through Levies Online. The Department of Agriculture - Levies' preferred method of lodging returns is online as it enables real time accurate processing of returns and access to online return history. All relevant information, including registration, can be located at [www.leviesonline.daff.gov.au/LRSONLINE](http://www.leviesonline.daff.gov.au/LRSONLINE). For inquiries or assistance relating to the lodgement of your return through the Levies Online System, please call your state office. If you have a technical inquiry, please call the Levies Online Helpdesk on 1800 022 384.

**How to pay your levy**

The best way to pay is by electronic funds transfer (EFT).

**Bank:** Reserve Bank of Australia **BSB:** 092009 **Account number:** 111700

**Account name:** AFFA Official Administered Receipts

**Reference:** enter the prefix 'LRS' followed by your Department of Agriculture - Levies account number and your business name—for example, LRS12345 AZ Wholesale.

**Preparation of returns**

Where the return is being completed by hand please use BLOCK LETTERS and do not use pencil.

When the address section at the top of the return is being completed a street address must be given in the business address section. If your postal address is a PO Box or Bag please insert these details in the postal address section. If both addresses are the same write the words 'as above' in the postal address section.

**Declaration**

The declaration on the return form must be completed and signed by:

- In the case of an individual – that person;
- In the case of a body corporate – a company director, company secretary, or a principal officer in the body corporate;
- In the case of a partnership – one of the partners.

**Lodgement Date**

**Quarterly Returns**

The return together with payment is due within 28 days after the end of each quarter. For example the return and payment for the quarter ending 31 December (i.e., for the months of October, November and December) is due on or before 28 January.

**Annual Returns**

The return together with payment is due within 1 month and 28 days after the end of the levy year. The return and payment for the 2012-13 levy year is due on or before 28 August 2013.

**\*Note:** A levy year for Turf is the same as a financial year (i.e. 1 July to 30 June)

A person may apply for exemption from the requirement to lodge quarterly returns for a levy year\* if the person has reasonable grounds for believing that the total amount of charge and levy that the person is, or is likely to be, liable to pay in the levy year\* is likely to be less than \$750. An application to pay the levy and export charge annually must be made in writing to the Secretary of the Department of Agriculture.

**Penalties**

Where levy/export charge is paid late, penalty will be payable at the rate of 2% per month compounding on the sum of the unpaid amounts, including penalties already accrued.



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Primary Industries Levies and Charges Collection Act 1991,  
Primary Industries (Excise) Levies Act 1999,  
Primary Industries (Customs) Charges Act 1999 and associated legislation.

## Return of Turf

Full name

Business or residential address (not a PO Box or Bag)

  
 Postcode

Postal address (if different to above)

  
 Postcode

Business identifying number (ACN, ABN etc. if applicable)

LRS account number

Quarter Ended (LMU152)

 /  / 

Year Ended (LMU153)

### Turf

	Type	Quantity	Rates of levy/export charge	\$ Payable ¢
<b>Domestic levy</b>	Turf (per square metre)	01		
<b>Export charge</b>	Turf (per square metre)	02		

**\*Note: Payment of levy or charge not received by the due date may attract late payment penalty.**

**TOTAL LEVY/EXPORT CHARGE PAYABLE**

\$

### 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. **"Giving false or misleading information is a serious offence"**

Full name of declarant (Please print)

 Mr/Mrs/Dr/Ms/Miss

Signature and date

 / /

Designation

### Contact officer details

Full name (Please print)

 Mr/Mrs/Dr/Ms/Miss

Phone number

 ( )

Facsimile number

 ( )

Email address

### Method of payment

(please tick)

Cheque

EFT

▶ Date deposited

 /  /20

**\* Please note: The Department of Agriculture - Levies does not issue receipts.**

**On completion, please forward return together with payment to:**

Department of Agriculture - Levies  
Locked Bag 4488  
KINGSTON ACT 2604  
OR email to [Levies.Management@agriculture.gov.au](mailto:Levies.Management@agriculture.gov.au)  
OR fax to 1800 609 150

**For further enquiries contact the Department of Agriculture toll free on:**

Adelaide (SA)	1800 814 961
Brisbane (QLD,WA & NT)	1800 647 801
Melbourne (VIC & TAS)	1800 683 839
Sydney (NSW & ACT)	1800 625 103

### OFFICE USE ONLY

Date entered
Levy number LEVY
Signed



**Australian Government**  
**Department of Agriculture**

**Privacy Notice**

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

The collection of personal information by the Department of Agriculture (the department) in relation to this Return Form is authorised by the *Primary Industries Levies and Charges Collection Act 1991* (the Act) for the purpose of collecting levy information. If you do not provide the relevant personal information requested in this application, you will be in breach of the Act and the department will be required to take the relevant action.

Personal information may be disclosed to other Australian agencies, including industry bodies and levy recipient organisations, and persons or organisations where necessary for these purposes, provided the disclosure is consistent with relevant laws, in particular the *Privacy Act 1988*. Your personal information will be used and stored in accordance with the Privacy Principles.

The department's Privacy Policy, including information about access to and correction of your personal information, can be found at: <http://www.daff.gov.au/about/accessing-information/foi/ips/operational-information/privacy-policy>

To contact the department about your personal information or to make a complaint:

**Telephone:** Switchboard +61 2 6272 3933

**Email:** [privacy@agriculture.gov.au](mailto:privacy@agriculture.gov.au)

**Post:**

Privacy Contact Officer,  
Department of Agriculture  
GPO Box 858  
Canberra ACT 2601



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## Return of Turf

LRS account number

Name	<input type="text"/>
Postal address	<input type="text"/>
	Postcode
Contact phone number	(    )
Email address	<input type="text"/>

### Reminder Notice

If you require a new booklet of  
Return of Turf  
**PLEASE order now.**

**TO ORDER:**

- Fill in the details above
- Attach this form to your next return

**On completion, please forward return together with payment and this reminder notice to:**

Department of Agriculture - Levies  
Locked Bag 4488  
KINGSTON ACT 2604

**\*Note: Return Forms can also be downloaded from the Department of Agriculture - Levies website. Go to [www.daff.gov.au/levies](http://www.daff.gov.au/levies) .**

**OFFICE USE ONLY**

Date forms sent

Actioned by