



Australian Government

Department of Agriculture

(ABN: 24 113 085 695)

Return of Forest and Wood Products

Levies Online

The Department of Agriculture - Levies has streamlined the process for lodgement of Levy Returns through the Levies Online system. The levy return form for Forest and Wood Products is available online and is the Department of Agriculture - Levies' preferred method of lodging returns as it allows for more efficient and accurate processing of returns and provides levy payers with access to their online return history. All relevant information, including registration, can be located at www.leviesonline.daff.gov.au/LRSONLINE. For inquiries or assistance relating to the Levies Online System please call 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 Return:

The return together with any payment is due within 28 days after the end of each quarter.

For example the return and payment for the quarter ending 30th June (ie, for the months of April, May and June) is due on or before the 28th of July.

Annual Return:

The return together with any payment is due on or before 28th August.

For example the return and payment for the 2012-13 levy year is due on or before 28th August 2013.

Note: A levy year* for forest & wood products is the same as a financial year (ie, 1st July to 30th June)

A mill operator, exporter or importer may apply through the Department of Agriculture - Levies for an exemption from the requirement to lodge quarterly returns for a levy (financial) year* if that person has reasonable grounds for believing that the total amount of levy/export charge payable by the person for that year will be less than \$1,000. If exemption is granted, returns must be lodged on an annual basis. Please contact your nearest Department of Agriculture - Levies office if you require an application for exemption form to be sent out to you, or if you need further clarification in relation to annual returns.

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

**Does this return cover operations
 by more than one mill?**

YES NO

(If YES, please provide details on the next page)

Return of Forest and Wood Products

Business name

LRS account number

Business address
 (not a PO Box or Bag)

Quarter ended-Levy 082

Postal address
 (if different to above)

OR

Levy year ended-Levy 083

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

Type	Quantity (m ³)	Rate of levy/charge cents per m ³	Levy/charge payable	\$ c
Cypress sawlogs	01			
Export woodchip hardwood pulplog	02			
Export woodchip softwood pulplog	03			
Hardwood sawlog	04			
Paper pulplogs	05			
Plywood and veneer logs	06			
Other softwood sawlogs	07			
Wood panel pulplogs	08			
Low grade softwood logs	09			
Softwood roundwood logs	10			
	11			
	12			

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

TOTAL PAID \$.

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)	<input style="width: 100%;" type="text"/>
Signature and date	<input style="width: 100%;" type="text"/>
Designation	<input style="width: 100%;" type="text"/>

Contact officer details	Full name (Please print)	<input style="width: 100%;" type="text"/>
	Phone number	<input style="width: 30%;" type="text"/> () <input style="width: 30%;" type="text"/> Facsimile number <input style="width: 30%;" type="text"/> ()
	Email address	<input style="width: 100%;" type="text"/>

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
 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

Name of Mill	Address of Mill (Do not include PO Box)	Cypress sawlogs	Export woodchip hardwood pulplog	Export woodchip soft pulplog	Hardwood sawlog	Paper pulplog	Plywood and veneer logs	Other softwood sawlogs	Wood panel pulplogs	Low grade softwood logs	Softwood round wood logs		
		(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	(m ³)	
	Postcode												
	Postcode												
	Postcode												
	Postcode												
	Postcode												
	Postcode												
TOTALS (transfer all quantities to front of form)													
		01	02	03	04	05	06	07	08	09	10	11	12



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.agriculture.gov.au/about/privacy>

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

Telephone: Switchboard +61 2 6272 3933

Email: privacy@agriculture.gov.au

Post:

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

ABN: 24 113 085 695



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 Forest and Wood Products

LRS account number

Name

Postal address

Postcode

Contact phone number ()

Email address

Reminder Notice

**If you require a new booklet of
Return of Forest and Wood Products
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.agriculture.gov.au/levies.**

OFFICE USE ONLY

Date forms sent

Actioned by