



Pasture Seed Levy Quarterly Return Form

Who should complete this return form	A collecting organisation who certifies pasture seed under a certification scheme during a quarter.
How to complete the return form	<p>Section A – enter full business name and address</p> <p>Section B – sign the declaration acknowledging that you have authority to act on behalf of the organisation, and if required, tick the box if you also declare that you have a ‘reasonable excuse’ for not providing the required levy payer information.</p> <p>Section C – enter total weight and amount payable</p> <p>Section D – enter levy payer details:</p> <p>a) the details of each person or business you collected levy from and the amounts of levy for the product for that period. The total amount of levy payable for Section C should be the same as Section D.</p> <p>Sections E to I - References –.</p> <p>Do not complete this form if lodging return online at leviesonline.agriculture.gov.au/LRSOnline</p>
Mandatory fields	Fields marked with an asterisk (*) are mandatory fields that must be completed in accordance with the Primary Industries Levies and Charges Collection Act 1991 and the Primary Industries Levies and Charges Regulations 1991 .
Declaration	The declaration must be signed by, in the case of: <ul style="list-style-type: none">• an individual – that person• a body corporate – a company director, company secretary, or a principal officer• a partnership – one of the partners or by a person authorised in writing to act on behalf of any of the above.
Due date	Return and payment must be lodged with the department within 28 days after the end of the quarter in which the transactions took place . Example: for the quarter ending 30 September, the return and payment are due on or before 28 October.
Late payments	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.
How to make a payment	<p>EFT (Preferred):</p> <p>Account name: DAFF OFFICIAL ADMINISTERED RECEIPTS ACCOUNT BSB: 092 009 Account number: 111 700 Reference: <i>your 5-digit LRS account number & business name</i></p> <p>Cheque or Money Order made out to: Department of Agriculture, Fisheries and Forestry - Levies</p>
How to lodge the return	<p>Online: leviesonline.agriculture.gov.au/LRSOnline</p> <p>Email: levies.management@agriculture.gov.au</p> <p>Fax: 1800 609 150</p> <p>Mail: Department of Agriculture, Fisheries and Forestry – Levies Locked Bag 4488 KINGSTON ACT 2604</p> <p>Note: Please do not mark private and confidential on the envelope</p>
Contact us	<p>Levies Management: 1800 020 619 (free call number)</p> <p>Email: levies.management@agriculture.gov.au</p>



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SECTION A: Lodgement details

LRS account number	Quarter ended*	/
<i>Your LRS account number is required for account management purposes.</i>		
ABN*	ACN*	
Full business name*		
Business address* (not a PO Box)		
Postal address*		
Phone	Fax	
Email		
Method of payment:	EFT <input type="checkbox"/> Cheque <input type="checkbox"/> Money Order <input type="checkbox"/>	Levy paid* \$ <input type="text"/>
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 serious offence.

Provision of levy payer information: this part is not applicable if the producer lodges the return.

It is a legislative requirement to provide, in respect of each levy payer to which the return relates, the following **levy payer information:** name, address, contact details (phone number and/or email addresses), ABN (if any) and ACN (if any). If you have **not** provided all the required levy payers' details you must declare below that you are unable to provide all or some of the levy payer information, but you have a **'reasonable excuse'** (refer to section H of this form).

Title	First name*	Last name*
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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 individual or authorised in writing to act on behalf of the body corporate or partnership as relevant.

I have **not** provided all levy payer information required under the *Primary Industries Levies and Charges Collection Regulations 1991* (Collection Regulations) and declare that I am unable to provide the levy payer information which is missing but that I have a **reasonable excuse**.

Signature*	<input type="text"/>	Date*	<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>
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IMPORTANT: It is an offence of strict liability under subsection 24(1) of the *Primary Industries Levies and Charges Collection Act 1991* (**Act**) to refuse or fail to give a return or information that you are required to give in the Act. If you fail to provide the information required under sub regulations 10(4A) and (4B) of the Collection Regulations without a reasonable excuse, you may be subject to criminal prosecution.



SECTION C: Total levy amount and details

LRS Account Number

Quarter*

Year*

Certified Leviable Seed

Product (common name)	Product (species)	(i) Total weight in tonnes *	(ii) Levy rate	(i) x (ii) = SUB TOTAL Levy payable* \$
Arrow leaf clover	<i>Trifolium vesiculosum</i>		\$15.00/tonne	A
Balansa clover	<i>Trifolium balansae</i>		\$15.00/tonne	B
Barrel medic	<i>Medicago truncatula</i>		\$10.00/tonne	C
Berseem clover	<i>Trifolium alexandrinum</i>		\$15.00/tonne	D
Burr medic	<i>Medicago polymorpha</i>		\$10.00/tonne	E
Disc medic	<i>Medicago tornata</i>		\$10.00/tonne	F
Gama medic	<i>Medicago rugosa</i>		\$10.00/tonne	G
Kenya white clover	<i>Trifolium semipilosum</i>		\$15.00/tonne	H
Lucerne	<i>Medicago sativa</i>		\$15.00/tonne	I
Murex medic	<i>Medicago murex</i>		\$10.00/tonne	J
Persian clover	<i>Trifolium resupinatum</i>		\$15.00/tonne	K
Red clover	<i>Trifolium pratense</i>		\$15.00/tonne	L
Rose clover	<i>Trifolium hirtum</i>		\$15.00/tonne	M
Snail medic	<i>Medicago scutellata</i>		\$10.00/tonne	N
Sphere medic	<i>Medicago sphaerocarpos</i>		\$10.00/tonne	O
Strand medic	<i>Medicago littoralis</i>		\$10.00/tonne	P
Strawberry clover	<i>Trifolium fragiferum</i>		\$15.00/tonne	Q
Subterranean clover	<i>Trifolium subterraneum</i>		\$11.00/tonne	R
White clover	<i>Trifolium repens</i>		\$15.00/tonne	S
Yellow serradella	<i>Ornithopus compressus</i>		\$10.00/tonne	T
Total levy payable/paid (A to T)				

Note: GST is not applied to Australian Government levies and charges

You can also lodge your return online at: leviesonline.agriculture.gov.au/LRSOnline



SECTION D: Levy payer details – record the details of the producers who are liable to pay the levy (one producer per page)

ABN/ACN*	Full Name*	Business Address (include Suburb, State and Postcode)*	Email and/or Phone*	Product	Total weight (tonnes)*	Levy payable/paid* \$
				Arrow leaf clover		
				Balansa clover		
				Barrel medic		
				Berseem clover		
				Burr medic		
				Disc medic		
				Gama medic		
				Kenya white clover		
				Lucerne		
				Murex medic		
				Persian clover		
				Red clover		
				Rose clover		
				Snail medic		
				Sphere medic		
				Strand medic		
				Strawberry clover		
				Subterranean clover		
				White clover		
				Yellow serradella		
Total Levy Payable/Paid						

Note: The total of all levy/charge payable/paid entered in Section D must match the total levy/charge payable/paid in Section C.

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SECTION E: Exemptions

There are no exemptions from paying the pasture seeds levy.

SECTION F: Definitions

A producer is the person who was growing pasture seeds immediately before harvest.

Certified leviable seed refers to pasture seeds that are produced in Australia and harvested and certified under a certification scheme.

Certification scheme means the Australian Seed Certification Scheme, an Organisation for Economic Co-operation and Development Seed Scheme for the varietal certification of seed moving in international trade, a seed certification scheme approved under the Seeds Act 1985 (Tasmania), or the Association of Official Seed Certifying Agencies seed certification program.

Collecting organisation, for pasture seeds, means a certifying organisation that has entered into an agreement under section 11 of the Primary Industries Levies and Charges Collection Act 1991 for the collection of levy from producers of pasture seeds.

SECTION G: Privacy Notice

'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* and the *Primary Industries Levies and Charges Collection Regulations 1991* (Collection Regulations) 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* or for fit and proper person assessments 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@agriculture.gov.au.



SECTION H: Reasonable Excuse

Ultimately, whether a person has a 'reasonable excuse' will depend on the facts and circumstances of the individual case. Accordingly, it will be important for the person to acknowledge they are unable to provide the information required by the Collection Regulations and that they have a reasonable excuse, and to keep records about their reasonable excuse.

For example, a 'reasonable excuse' to not provide the levy payer information may include that a person has put in place effective arrangements to meet legislative requirements for collecting and providing levy payer details – for example, evidenced by updated enterprise systems and/or processes; but is still not able to obtain the relevant information.

SECTION I: Levies contacts

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