



## Your income statement is ready



*We have adopted the new Single Touch Payroll,  
here's what will change for you...*

### We will not be issuing payment summaries this year

The Australian Government has implemented a system where employers must report payroll information to the ATO each and every payrun. *This has not changed your regular pay system.*

We are **not** required to provide you with a final end of year payment summary.

You may access your Employment Income Statement (*the new name for Payment Summaries*) if you require one from the ATO:

- Access **my.gov.au** and then the "ATO Online" system, and download from there.
- Your Tax Agent will already have access to the final information in their Tax Return Preparation software, or
- Phone the ATO who will provide it to you 13 28 61

Not everyone is in Single Touch Payroll yet.

**Every employer will be reporting through this system by 30 September 2019.**

### STP for you - Other information

On the ATO Online Services (using myGov) you can access

- the amount of super that has been calculated and reported by us,
- the amount of that super that has been paid into your super fund/s and,
- the year to date amounts of wages, allowances, deductions and tax.

You can still monitor your super information from your super fund/s website, without using myGov.

#### Year to date

Income statement will display as "Year to date" **during the financial year**

#### Not tax ready

Income statement will change to "Not tax ready" **on 1 July**

#### Tax ready

Income statement will change to "**Tax ready**" once the employer has made the **finalisation declaration**

### I don't have a myGov account...

Setting up a **myGov** account is easy and can be accessed through **my.gov.au** using any internet browser (mobiles included).

**Please note:** It is not compulsory to have a myGov account. However, in order to access your **ATO Online** information provided throughout the year you will need one.

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