

Date (DD MM YYYY) (Refer to Part 3 overleaf)

PART 4 - CERTIFICATION

Landowner or Landowner's representative must sign below to certify this amendment form.

I certify that all the information in this document (and attachments) is true and correct.

Signature

Position title (if acting as representative)

Name

Contact phone number

Date (DD MM YYYY)

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Under the *Taxation Administration Act 1997* it is an offence to give false or misleading information

EXPLANATION NOTES

PART 1 – CHANGE OF POSTAL ADDRESS (COA)

Complete Part 1 of the form if your new postal address is not listed on this form.

To update your postal address to one of the properties listed on this form simply tick the appropriate box in the COA column in Part 2.

PART 2 – AMENDING YOUR ASSESSMENT ON CERTAIN GROUNDS

You can request an amendment to your assessment using this form if it relates to your PPR, PPL or land sold on or prior to midnight 31 December in the year preceding the assessment year. Complete Part 2 and return to the SRO within 60 days of receiving the assessment.

What do the codes mean?

PPR	This property is your Principal Place of Residence (Refer to our website for more information about the eligibility requirements for PPR exemption)	COA	This address is now your postal address
PPL	This property is used for Primary Production purposes (Refer to our website for more information about the eligibility requirements for PPL exemption)	Land Sold	The relevant date for the transfer of a property is the date settlement took place, or possession was given, not the date of contract. Tick the appropriate box in Part 2 if any land was sold and settled on or prior to midnight 31 December of the year preceding the assessment year
Date	Date of settlement if sold; Date occupied as your PPR if claiming PPR exemption; or Date commenced Primary Production if claiming PPL exemption		

What if my amendment reason is not listed on this form?

If the reason you wish to amend your assessment is not provided on this form, you can lodge an amendment request via our online land tax system, LTX Express, which is available on the SRO website sro.vic.gov.au or contact our office on 13 21 61.

If I lodge this form do I still have to pay the tax?

Yes. You will be notified in writing when your assessment has been updated. Until then, you are required to pay the full amount by the due date or a provisional amount negotiated with the SRO.

What if my assessment is not amended?

There is no legislative right of review of appeal in respect of a decision not to amend your land tax assessment. However, you may wish to object to your assessment by using the Land Tax Objection Form (Form 2B). Please visit the SRO website sro.vic.gov.au for an explanation of the difference between land tax amendments and objections or to access the Land Tax Objection Form (Form 2B).

PART 3 - PENALTY FOR ERRORS AND OMISSIONS

You must notify the SRO of errors or omissions in your assessment within 60 days of the issue date of your assessment if you:

- own land that is not included in your assessment
- are receiving an exemption for land included in your assessment that is not or is no longer eligible for the exemption

If you do not notify the Commissioner of such errors or omissions in the assessment, you may be liable to penalty tax.

For the purposes of Part 3 of this form, 'Date' means:

- if you are notifying the Commissioner of land specified as exempt in the assessment that is not exempt - the date the land ceased to be exempt, or
- if you are notifying the Commissioner of land owned but not included in the assessment - the date of possession of that land.

Mail
Land Tax, State Revenue Office, GPO Box 1641, MELBOURNE VIC 3001 or DX 260090 MELBOURNE

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Email contact@sro.vic.gov.au
(Attn: Land Tax)
Phone 13 21 61 (local call cost)