



**OFFICIAL**

The **Estimates** screen captures expected wage data for the following financial year which is then used to calculate your estimated deduction entitlement for that year.

## Group Status Code

1. Review the **Group Status Code** that has been automatically populated for the next financial year.

If the status code displayed is correct, go to step 6 Wage Estimates.

If the status code is expected to change in the next financial year, please change your **Group Status Code** to the new code by selecting the relevant status code from the picklist.

Group Status Code

If you expect your status code to change in the 20 -20  financial year, select new employer status code

2. The fields in the **Group Status Code Change** section vary depending on the new status code that is selected.

Group Status Code Change

Reason for Change \*:

Comments:


If your status code is changing to **Non Group Employer**, go to [step 3](#).

If your status code is changing to **Grouped Employer**, go to [step 4](#).


If your status code is changing to **Designated Group Employer**, go to [step 5](#).

3. As your status code is changing to **Non Group Employer** you need to:
  - Select **Reason for Change** from the picklist
  - Enter **Comments** (if applicable). Where **Other** has been chosen as the **Reason for Change** a comment is mandatory; and
  - Go to [step 6](#) Wage Estimates.


4. As your status code is changing to **Grouped Employer** you need to:

- Select **Reason for Change** from the picklist
- Enter **Comments** (if applicable). Where **Other** has been chosen as the **Reason for Change** a comment is mandatory.
- Click on the **Select**  button to select the entity that you are nominating as the Designated Group Employer

**Designated Group Employer**



DGE ABN \*:   **Select**

DGE Name \*:

- Enter the **ABN** or **Name** of the entity that is the group member, then click on the **Search**  button.

**ABN Selection** ×

Please enter the ABN or Name of the entity and click on Search. Then from the search results click on the row to select.



ABN:   **Search**      Name:   **Search**

| Search Results    |      |
|-------------------|------|
| ABN               | Name |
| No records found. |      |

- Select the relevant entity from the **Search Results**.

**ABN Selection** ×

Please enter the ABN or Name of the entity and click on Search. Then from the search results click on the row to select.

ABN:   **Search**      Name:   **Search**

| Search Results |             |
|----------------|-------------|
| ABN            | Name        |
| 2222222222     | 123 PTY LTD |

- The **DGE ABN** and **DGE Name** fields are now populated, go to [step 6](#) Wage Estimates.

## Designated Group Employer

DGE ABN \*: 2222222222



Select

DGE Name \*: 123 PTY LTD

- As your status code is changing to **Designated Group Employer** you need to:
  - Select **Reason for Change** from the picklist
  - Enter **Comments** (if applicable). Where Other has been chosen as the **Reason for Change** a comment is mandatory; and
  - Go to [step 6](#) Wage Estimates.

## Wage Estimates

- The fields in the **Wage Estimates** section vary depending on the status code that applies for the next financial year.

Where the status code for the next financial year is **Non Grouped Employer** or **Group Employer**, go to [step 7](#).

Where the status code for next financial year is **Designated Group Employer**, go to step 8.

- Enter the estimated **South Australian Wages** and **Interstate Wages** for the employer.

If your organisation will not pay interstate wages for this period then enter zero (0) in the **Interstate Wages** field. Go to [step 9](#) Estimated Deduction.

### Wage Estimates

If your organisation will not pay Interstate Wages for this period, please enter zero (0) in the Interstate Wages field.

#### Employer's Wages

South Australian Wages \*: 3,500,000

Interstate wages \*: 2,600,000

- Enter the estimated:
  - South Australian Wages** and **Interstate Wages** for the employer
  - South Australian Wages** and **Interstate Wages** for the other group members.

If your organisation will not pay interstate wages for other group members for this period then enter zero (0) in the Interstate Wages field. Go to [step 9](#) Estimated Deduction.

**Wage Estimates**

If your organisation will not pay Interstate Wages for this period, please enter zero (0) in the Interstate Wages field.

**Employer's Wages**

South Australian Wages \*:  Interstate wages \*:

**Other Group Members' Wages**

South Australian Wages \*:  Interstate Wages \*:

## Estimated Deduction

- Click the **Calculate Deduction** button to calculate and view your estimated annual deduction entitlement for the next financial year.

**Estimated Deduction**

Total estimated annual deduction entitlement for 20  -20  :

- Once all estimate details have been entered, if your estimated Australia wide wages is above the South Australian payroll tax threshold for the following financial year, click on the **Next** button to move to the next screen.

If your estimated Australia wide wages are below the current South Australian threshold for the following financial year, you will have an option to **continue** or **cancel your registration**, go to [step 11](#) Continue or Cancel Registration.

## Continue or Cancel Registration

- Select **continue with registration** to remain registered for payroll tax in South Australia. Your return cycle will remain on your current return cycle. If you are currently lodging monthly returns and would prefer to lodge annually please email [payrolltax@sa.gov.au](mailto:payrolltax@sa.gov.au).

**Continue or Cancel Registration**

Your estimated wages are below the current South Australian threshold. Please indicate if you wish to continue or cancel?

Continue with registration  Cancel registration

If you select cancel registration, enter the **date of cancellation**, select a **reason for cancellation** from the picklist and enter a comment (If applicable).

**Continue or Cancel Registration**

Your estimated wages are below the current South Australian threshold. Please indicate if you wish to continue or cancel?

Continue with registration  Cancel registration

Date of Cancellation \*: 30/06/20

Reason for Cancellation \*: Under the threshold

Comments:

12. Click on the **Next** button to move to the next screen.