COVID-19 relief measures

The South Australian government have introduced COVID-19 relief measures for the return periods March 2020 to May 2021 (lodged between April 2020 to June 2021).

For assistance on lodging a return please select the relevant period:

- COVID-19 Monthly returns for March 2020 to November 2020
- COVID-19 Monthly returns for December 2020 to May 2021
- For monthly returns for February 2020 or prior please continue with this RevenueSA Online help

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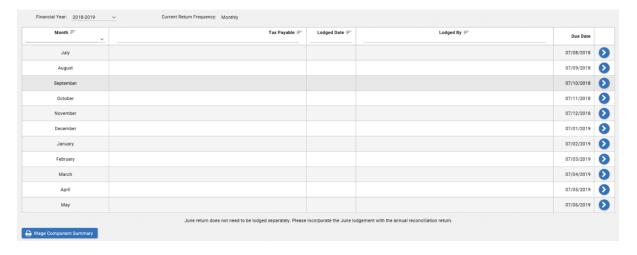Monthly returns are lodged online using RevenueSA Online www.revenuesaonline.sa.gov.au.

Payroll tax is due by the 7th of each month. Returns are accepted on the next business day when the 7th falls on a weekend or public holiday. Payroll tax return lodgement dates for the current financial year are available on RevenueSA's website.

If you are unable to pay it is important you contact RevenueSA before the due date to discuss options available to avoid or minimise penalties.

This guide provides steps on how to lodge a monthly return for taxpayers who pay their payroll tax via EFT, BPay or cheque.

Lodge a monthly return

1. Once you have logged in to RevenueSA Online, select **Monthly Returns** from the payroll tax menu to lodge or view monthly returns. The available months for lodgement will display.
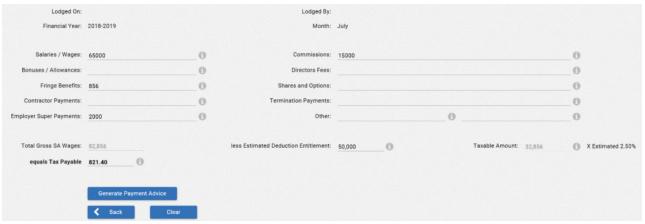
Field	Description
Financial Year	This will default to the current financial year. To view prior financial year records select the year from the dropdown list.
Current Return Frequency	Displays your organisations current return frequency. This will either be monthly or annual. Where your organisation is on an annual return cycle no monthly returns will be available for lodgement.
Tax Payable	Displays the tax payable lodged for the return period.
Lodged Date	Displays the date and time of the lodgement. Where the return has been modified the latest date and time will display.
Lodged By	Displays the user who lodged the return. Where the return has been modified the latest lodged by user will display.
Due Date	Payroll tax is due by the 7th of each month as displayed in the due date column.
Wage Component Summary button	The Wage Component Summary button will generate a report of the total wage components relating to monthly returns you have lodged to date for the financial year. If you use this for your annual reconciliation note that your wage component split will not have included June.

2. Access the monthly return you wish to lodge by clicking on the row.

3. Enter your wage component split in whole dollars for the month. If no salaries/wages were paid enter $0. If no amounts were paid in a category you can leave the field blank. For more information about taxable wages refer to the Payroll Tax Guide to Legislation.

4. The **Estimated Deduction** is automatically populated and can be overridden if required.

   The **Estimated Tax Rate** is based on your estimated wages. The system will automatically display the **Total Gross SA Wages**, **Taxable Amount** and calculate the **Tax Payable** once you have entered the wage data.

5. Review the information you have entered. Click on the **Generate Payment Advice** button or **Lodge Nil Return** button if the calculation has resulted in $0 payable (If lodging a nil return a pop-up confirmation will display confirming you are reporting zero tax payable for the period. Click **OK** to proceed).

6. A return record will be created in the table with the **Lodged Date/Time**, the **Tax Payable** calculated and **Payment Advice**.

7. Click on the link to open the **Payment Advice**.

RevenueSA
DEPARTMENT OF TREASURY AND FINANCE

PAYROLL TAX RETURN DECLARATION
July 2018

LODGEMENT DETAILS

Taxpayer Number	1000▮▮▮	Lodged On	01 August 2018
Taxpayer Name	▮▮▮ ▮▮▮▮ PTY LTD	Lodged By	Revenue SA
ABN	811▮ ▮▮▮▮	Payment Due Date	07 August 2018

Return Declaration for July 2018

Salaries / Wages	$ 65,000.00	Commissions	$ 15,000.00
Bonuses / Allowances		Directors Fees	
Fringe Benefits	$ 856.00	Shares / Options	
Contractor Payments		Termination Payments	
Employer Superannuation Payments	$ 2,000.00	Other	

Payroll Tax Calculation for July 2018

South Australian Taxable Wages	$ 82,856.00
Less Estimated Deduction Entitlement	$ 50,000.00
Equals Amount on which tax is payable	$ 32,856.00
x Estimated 2.50% = **Tax Payable**	$ 821.40

PAYROLL TAX PAYMENT ADVICE

Taxpayer	1000▮▮▮ ▮▮▮▮ PTY LTD
Return Period	July 2018
Payment Reference	200▮▮▮▮
Payment Due Date	07 August 2018
Amount Payable	$ 821.40

PAYMENT OPTIONS

EFT — Electronic Funds Transfer
BSB: 065-782
Account Number: 100▮▮▮▮
Account Name: RevenueSA Collection Account
Reference No: 200▮▮▮▮

BPAY
Biller Code: 858746
Ref: 200▮▮▮▮
Telephone & Internet Banking – BPAY®
Contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account. More info: www.bpay.com.au
® Registered to BPAY Pty Ltd ABN 69 079 137 518

Cheque/Money Order
Send your cheque or money order (made payable to the **Commissioner of State Taxation**) with this Payment Advice to:
**RevenueSA – Taxation Services
GPO Box 2418
ADELAIDE SA 5001**

+200▮▮▮▮▮▮▮▮▮▮>   +001▮▮▮+   <0100▮▮▮▮▮>

Government of South Australia

Sensitive: SOUO-I2-A2-Pursuant to Section 77 of the *Taxation Administration Act 1996*

If there is an amount payable refer to the payment options available to make your payment to RevenueSA. Payment can be made either via EFT, BPAY or Cheque. Payments made via EFT or BPAY must contain the correct payment reference number. This will ensure that the payment is allocated correctly.

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DEPARTMENT OF TREASURY AND FINANCE

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