

COVID-19 relief measures

The South Australian government announced [COVID-19 relief measures](#) for the return periods March 2020 through to November 2020.

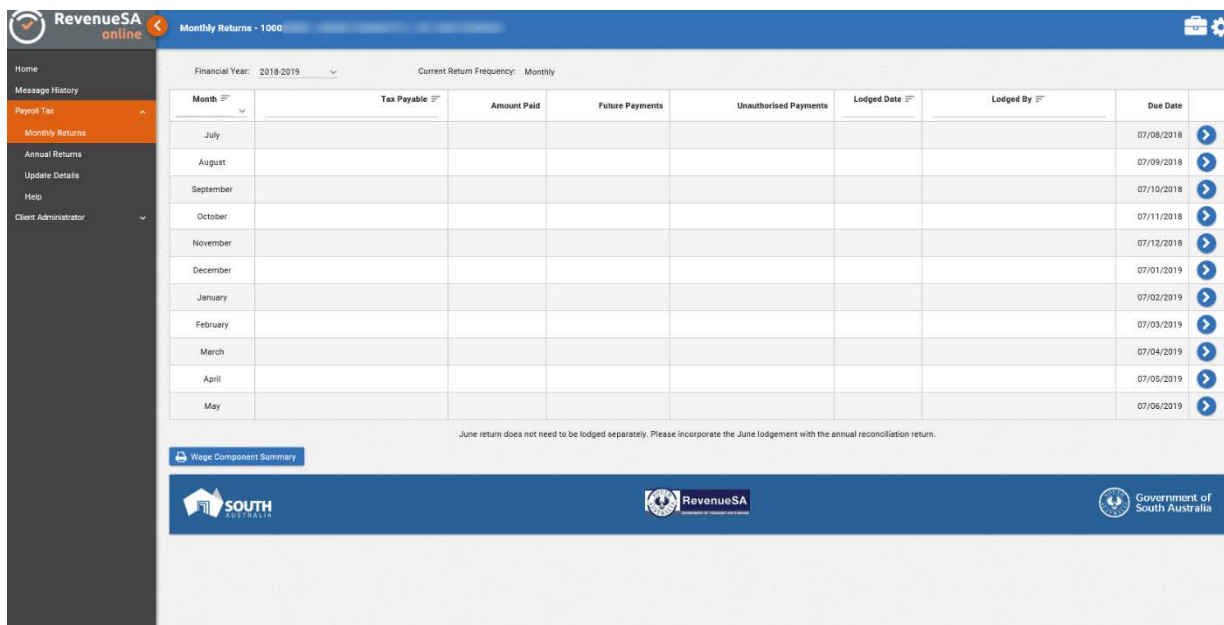
Your business may be entitled to either a Payroll Tax Waiver or Deferral of monthly returns if adversely impacted by COVID-19. Please refer to help guide [COVID-19 Monthly Returns](#).

If your organisation is no longer impacted by COVID-19, and you choose to no longer defer your obligations, you have the option to apply for an extended payment plan to pay off any deferred amounts through to 30 June 2021. To apply for the Extended Deferral, please refer to help guide [Application for Extended Deferral](#).

This Help guide provides steps on how to modify a monthly return for taxpayers who pay their payroll tax via electronic payment authority (EPA).

Modify a monthly return

1. Click on the **Monthly Returns** menu. Select the monthly return you wish to modify by clicking on the row.



The screenshot shows the RevenueSA online interface. On the left, the 'Monthly Returns' menu is highlighted. The main area displays a table of monthly returns for the financial year 2018-2019. The table has columns for Month, Tax Payable, Amount Paid, Future Payments, Unauthorised Payments, Lodged Date, Lodged By, and Due Date. The rows list months from July to May. A note at the bottom of the table states: 'June return does not need to be lodged separately. Please incorporate the June lodgement with the annual reconciliation return.'

Month	Tax Payable	Amount Paid	Future Payments	Unauthorised Payments	Lodged Date	Lodged By	Due Date
July							07/08/2018
August							07/09/2018
September							07/10/2018
October							07/11/2018
November							07/12/2018
December							07/01/2019
January							07/02/2019
February							07/03/2019
March							07/04/2019
April							07/05/2019
May							07/06/2019

- The monthly lodgement will display the existing information lodged. Click on the **Modify** button.

If modifying a return for the periods March 2020 through to August 2020, please refer to [Modify a monthly return - COVID-19 relief measures](#)

- Update the relevant wage component split category.
- Once you click on the **Calculate** button, the system will display the **Total Gross SA Wages**, **Taxable Amount** and calculate the **Tax Payable**.
- Review the information. If your modification has resulted in an overpayment, there will be no additional payment to authorise. Click on the **Save** button. You can use the credit towards your next month's return by underpaying next month's payroll tax liability by the overpayment. Alternatively you can request a refund by emailing payrolltax@sa.gov.au with full details of the overpayment.

If there is a further amount payable, click on the **Authorise Payment** button.

- The **Payment Date** defaults to the current date. You can specify your payment date if you wish to schedule this to be paid on the due date.

Where you have multiple bank accounts you can select a **Bank Account** from the dropdown list.

7. Select **Submit**. The payment will be debited from your nominated bank account.

Lodged On: 01/08/2018 10:48 Lodged By: Revenue SA
 Financial Year: 2018-2019 Month: July

Salaries / Wages: 80,000 Commissions: 3,500
 Bonuses / Allowances: Directors Fees: Shares and Options: Termination Payments: Other: Fringe Benefits: 2,000
 Contractor Payments: Employer Super Payments: 5,000

Total Gross SA Wages: 90,500 less Estimated Deduction Entitlement: 31,250 Taxable Amount: 59,250 X Estimated 4.95%
 equals Tax Payable 2,932.88

Authorize Payment
 Back Save Modify Clear

Payment Date	Reference No	Amount Payable	User Name	Account Description	Created	Payment Advice	Status	Actions
01/08/2018	2007	2,759.63	revenuesa@sa.gov.au	TEST	01/08/2018 10:38	Download	PAID	
01/08/2018	2007	173.25	revenuesa@sa.gov.au	TEST	01/08/2018 10:47	Download	PAID	

8. An additional return record will be created in the table. **Note:** If you have future scheduled a payment the Reference No and Receipt is not available until the payment date.

9. Click on the link to open the **Payroll Tax Return Declaration** which includes the lodgement details and payment receipt.