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The **Documentation** page provides you with the capability of uploading supporting documentation for your document. The maximum size of documentation that can be uploaded is 25MB.

This step is mandatory for documents submitted for an assessment by the Commissioner, however for Self-determination it is optional.

The more supporting documentation you provide with your lodgement, the less likely you will receive a requisition to provide additional information or for a compliance audit.

1. It is mandatory that at least the instrument be uploaded for documents submitted for an assessment by the Commissioner. You can also upload supporting documentation.


Select the  button to add your document.

2. Select the **category** - either Instrument or Supporting Document.

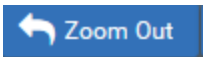
3. Select the  icon followed by the  button.

4. Select the document you are uploading and then click .




5. The selected document is returned to file upload facility and will show the name and size of the document.

6. Click the  button

7. If you would like to add a description of the document you have uploaded then you can in the **Description** field.

8. Select the  action to save the document and return to the **Documentation** screen.

You will see that the document has been saved against the lodgement.

Documents				
Category	Content	Description	Uploaded Date/Time	
Instrument	Instrument Details.xlsx	Example Data	20/06/2019 14:48	  

You can continue to add additional documentation, delete the uploaded documentation (if uploaded in error) or open the uploaded documentation.

Once all documentation has been completed select  to continue to the **Confirm** screen.