

ADELAIDE UNIVERSITY  
Finance Branch

Section:	Taxation	Procedure No:	GST-12
Title:	Visiting Academics whom provide services at a charge to Adelaide University whilst visiting	Related Form/s:	
Effective Date:	01.07.2000	Approved By:	David Carver
		Title:	Financial Controller
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On 5 July 2000, the Australian Taxation Office (ATO) released a document titled "Statement by a Supplier: Reason for not quoting an Australian Business Number (ABN) to an enterprise". This document is contained within the taxation policies.

This document relieves Accounts Payable in the absence of an Australian Business Number (ABN) from the need to deduct PAYG Withholding Tax. This relief is only available if any one of the following: criteria apply; and no ABN has been provided by the supplier.

These criterion are:

1. The supply is made as an individual, and the supply is made in the course of an activity that is private recreational pursuit or hobby;
2. The supply is made to an individual, and the supply is wholly of a private or domestic nature;
3. The supplier is a non-resident who is not carrying on an enterprise in Australia;
4. The supplier is exempt from income tax; and
5. The supplier has no reasonable expectation of a profit or gain from the activities undertaken and are considered not to meet the definition of enterprise for tax purposes.

Item 3 will relieve the Adelaide University from deducting PAYG Withholding Tax on remuneration paid to a visiting academic from overseas who is providing services to the University.

For this exemption to occur, every time a visiting academic from overseas provides an invoice/ voucher to Accounts Payable for payment, this form must be completed and signed by the academic and attached to the invoice/ voucher. **Please note: this selection can only be selected if the non-resident is not carrying on an enterprise in Australia.**

If this form is not attached, and no ABN is provided, Accounts Payable must deduct PAYG Withholding Tax at the current rate of 48.5%.

In the past there has been a practice of issuing cash advances to visiting academics from overseas which do not have to be acquitted. Same rules will now need to apply. Each advance will need to be accompanied by a "Statement by Supplier" in the absence of an ABN, or PAYG Withholding Tax will need to be deducted.