



Notification of ABN and Medicare Australia reference IDs for tax treatment purposes and Recipient Created Tax Invoice (RCTI) agreement

Part 1 Contact details

Name of provider or contact person
 Title
 Family name
 First name
 Mailing address

 Suburb/town Postcode
 Phone
 Fax
 Email

Part 2 Taxation status

Are you, as defined in the tax legislation:

- a local governing body Yes No
- a supplier not carrying on an enterprise Yes No
- an income tax exempt organisation Yes * No

* Please attach evidence of your tax exempt status.

Part 3 ABN details

Do you have an Australian Business Number (ABN)?

No ► Go to Part 4 and list all your Medicare Australia reference IDs, then complete Parts 5 and 6 before signing at Part 9

Yes ► Please give the following details of the ABN:
 (Lodge a separate notification form for each ABN or ABN branch registration number you operate with —photocopy this page as required)

ABN (11 digits)

ABN branch registration number if applicable (3 digits)

Business/trading name under which the ABN is registered

ABN registration date (as advised by ATO) / /

Continue to Part 4 and list all the Medicare Australia reference IDs for which this ABN is to be used.

Part 4 Medicare Australia reference ID

(List only those Medicare Australia reference IDs to be linked to the ABN shown at Part 3)

Provider numbers	Practice numbers for Practice Incentive or GPPII payments (see your payment statement)
<input type="text" value="4404831H"/>	<input type="text" value="117"/>

Other Medicare Australia reference IDs	Program type (e.g. Mental health)

► If you need more space, tick this box and provide an attachment listing the other Medicare Australia reference IDs and types.

Part 5 Payments

Do you want this notification to be used for ALL payments which use the Medicare Australia reference IDs shown above?

Yes No

If 'No' please provide an attachment showing the arrangement you require.¹

Part 6 Notification dates

Start date for the Medicare Australia reference ID(s) above to be linked to this ABN

/ /

End date (if applicable) / /

► If you have an ABN, go to Part 7 overleaf.
 If you do NOT have an ABN, go to Part 9.

¹ The attachment should show the arrangements you require for the types of payment you receive and the Medicare Australia reference IDs to be associated with this ABN.

Part 7 GST registration

Is the ABN registered for GST?

Yes

GST registration date (as advised by ATO)

13 / 07 / 2011

If 'Yes' please complete **part 8**

No please complete **part 9**

Part 8 RCTI agreement

What is the RCTI agreement?

The legislation allows for Medicare Australia, as the recipient of the supply, to take responsibility for issuing a tax invoice on behalf of enterprises that receive Medicare Australia payments. For Medicare Australia to issue these tax invoices there must be an **RCTI agreement** between Medicare Australia and the enterprise. The agreement authorises Medicare Australia, on behalf of the enterprise to issue RCTIs for supplies associated with Medicare Australia payments. A person authorised to sign on behalf of the enterprise should sign the RCTI agreement.

Medicare Australia recommends that all enterprises enter into an RCTI agreement with Medicare Australia if they receive (or could receive in the future) Medicare Australia payments that are not *GST-free*.

Please note

You must be registered for GST to enter into an RCTI agreement. If you do not sign the RCTI agreement below, Medicare Australia will not make a GST-able payment until a properly constructed tax invoice is received.

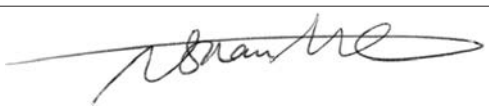
Please read the conditions of the agreement below.

Conditions of the agreement

1. Medicare Australia will issue RCTIs for payments in respect of all taxable supplies made by you to Medicare Australia.
2. You must not issue any tax invoices in respect of those supplies.
3. You must be registered for GST at the time of signing the RCTI agreement and have notified Medicare Australia of your ABN in the space provided on this form.
4. You must notify Medicare Australia immediately if you cease to be registered for GST or you become aware that your registration may be cancelled.
5. Medicare Australia is registered for GST.
 - The ABN for Medicare Australia is 75 174 030 967.
6. Medicare Australia must notify you immediately if it ceases to be registered for GST or becomes aware that its registration may be cancelled, or if it ceases to satisfy any of the requirements of public ruling GSTR 2000/10 or its successors.
7. By signing below, you warrant that you are properly authorised to agree to the terms of this agreement for the ABN specified by you at Part 3.

To be signed by an authorised person (such as company secretary).

Signature for the RCTI agreement



Print name

Dr Anecito Mantilla

Date

20 / 04 / 2013

If you have signed the RCTI agreement, please lodge your completed form (see Part 10). Otherwise sign at Part 9 before lodging.

Part 9 Signature

Please sign here if you **DO NOT** have an ABN, **OR** are not registered for GST.

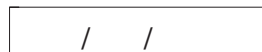
Signature



Print name



Date



Please lodge your completed form (see Part 10 below).

Part 10 Checklist

- I have: quoted the ABN
 quoted the Medicare Australia reference ID(s)
and either signed the RCTI agreement
or signed as **NOT** being registered for GST

You are now ready to lodge this form. Thank you.

Part 11 Lodgement details

Fax your completed form to

FREEFAX™ 1800 069 288

If you are unable to fax, please send your completed form to GST Program, Medicare Australia, GPO Box 2956, Adelaide SA 5001.

If you have other ABNs that relate to any of the reference IDs provided in Part 4, please complete a separate Notification of ABN form for each ABN.

Hotline

If you require assistance to complete this form, please call

Medicare Australia's GST hotline

FREECALL™ 1800 653 629

Please provide an **estimate** of the time taken to complete this form



Minutes

Privacy note: The collection of this information is authorised by law and copies of the notification and/or information contained within the notification may be released to other Commonwealth agencies such as the Australian Taxation Office and the Department of Health and Ageing.