

# Claim for Approved Child Care payments

an annual **lump sum** payment for the  
**2017–2018 financial year**

## Online services



### Use our online services

**You do not need to complete this form if you use our online services. Claiming online is faster.**

You can access your Centrelink online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at **my.gov.au** and link it to your Centrelink online account.

To make a claim online log into your Centrelink online account through myGov, then select 'Make a Claim'.

**Note:** If you are not able to access our online services, or need assistance to register for an online account, call us on **136 150**.

## When to use this form



Use this form if you wish to claim **Child Care Benefit** and/or **Child Care Rebate** for approved child care used during the 2017–2018 financial year.

## Changes to lump sum payments for child care

The 2017–2018 financial year will be the last year you will be able to claim Child Care Benefit and Child Care Rebate as a lump sum payment. This is because Child Care Subsidy is replacing Child Care Benefit and Child Care Rebate **from 2 July 2018** and cannot be claimed as a lump sum.

For more information, go to **humanservices.gov.au/childcare**

## When to Claim

You can claim a lump sum payment of Child Care Benefit or Child Care Rebate for any periods you have used approved child care during the 2017–2018 financial year (1 July 2017–30 June 2018) and for which you have not already received or claimed the benefit.

You have until **30 June 2019** to lodge your claim for the 2017–2018 financial year.

You need to call us on **136 150** if there are special circumstances that prevent you from lodging your claim by this date.

## For more information

You should have received the booklet **Information Booklet about your claim for Family Assistance (Ci011)** with this form. In this form, this booklet will be referred to as the **Information Booklet**. If you do not have this booklet, go to **humanservices.gov.au/forms** or call us on **136 150** or visit one of our service centres.

Go to **humanservices.gov.au/childcare** or call us on **136 150** or visit one of our service centres.

We can translate documents you need for your claim or payments for free.

To speak to us in other languages, call **131 202**.

**Note:** Call charges may apply.

If you have a hearing or speech impairment, you can contact the **TTY service** on Freecall™ **1800 810 586**. A TTY phone is required to use this service.



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## Online services



If you complete your claim online, and you are eligible, your claim can be assessed faster than if you complete this claim form.

You do not need to complete this form if you use our online services.

### Filling in this form

- Please use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this  Go to 1 skip to the question number shown. You do not need to answer the questions in between.


### 1 Please read this before answering the following question

You can claim Child Care Benefit and/or Child Care Rebate for approved child care used during the 2017–2018 financial year.

You must **NOT** have already received or claimed Child Care Benefit for those periods. You only have until **30 June 2019** to lodge this claim for 2017–2018.

Are you intending to claim (or have you already claimed) online?

No  Go to next question

Yes   Do not complete this form. If you have not yet claimed online but intend to do so, log into your Centrelink online account through myGov.


### 2 Please read this before answering the following question

Your child care provider can only submit attendance information to us under the details of the parent/carer who completed the enrolment form.

**Note:** More than one parent/carer can be liable (i.e. responsible) for Child Care fees. All liable parent/carers will need to complete a child care enrolment form and lodge a claim for Child Care Benefit.

For more information, see *Who should claim Child Care Benefit?* in the **Information Booklet**.

Did you complete an enrolment form with your child care provider?

No   Do not complete this form, only the parent who provided enrolment information is to complete this claim form.

Yes  Go to next question

### 3 Please read this before answering the following question

You will **ONLY** receive Child Care Benefit or Child Care Rebate for children who meet the immunisation requirements.

We are unable to update your child's immunisation history using evidence you provide directly to us. You can check your child's immunisation history through the Medicare Online Account via myGov or the Express Plus Medicare App.

If any child(ren) meet the immunisation requirements at a later date, you will need to lodge a new claim for them before 30 June 2019, for the 2017–2018 financial year.

For more information, see *Immunisation Details* in the **Information Booklet**.

Do all the children you are claiming for meet the immunisation requirements?

No  Only complete this claim for those child(ren) who meet the immunisation requirements.  
▶ Go to next question

Not sure  Go to next question

Yes  Go to next question

### 4 Do you (and/or your partner) have a Centrelink Reference Number?

No  Go to next question

Yes  Give details below

#### You

Your Centrelink Reference Number (if known)

<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
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#### Your partner on 30 June 2018

Your partner's Centrelink Reference Number (if known)

<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
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## You

- 5** Do you need an interpreter when dealing with us?  
This includes an interpreter for people who have a hearing or speech impairment.  
No  **Go to 8**  
Yes  **Go to next question**

**6** What is your preferred spoken language?

**7** What is your preferred written language?

**8 Please read this before answering the following question**


If your employer contributed towards some or all your child care costs, through salary sacrifice or salary packaging, you will need to determine who had the liability for the costs. The issue of liability depends on who is obligated to pay for the child care fees.

If you salary sacrifice the cost of child care fees so that your employer has the legal liability to pay the fees (and not you), you are not eligible for Child Care Benefit as the child care costs are paid under your agreement. Payment of child care fees by an employer is only exempt from fringe benefits tax if the employer is legally liable for the fees. If you are not sure who is legally obliged to pay the fees, you will need to clarify this with your employer.

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

Did your employer pay your child care fees during the 2017–2018 financial year?

No  **Go to next question**


Yes   You cannot receive Child Care Benefit for this year. Do not continue with this claim form.

**9 Please read this before answering the following question**

You may not be eligible for Child Care Benefit if your fees are paid for you by another agency, for example, by the Department of Industry and Science through the Adult Migrant English Program. However, you may be eligible for Child Care Benefit for care that is not related to your attendance at the Adult Migrant English Program training.

Did another organisation pay your child care fees during the 2017–2018 financial year?

No  **Go to next question**

Yes   You may not receive Child Care Benefit for this year. Check your eligibility at [humanservices.gov.au/childcarebenefit](http://humanservices.gov.au/childcarebenefit)

## Your partner on 30 June 2018

- 5** Does your partner need an interpreter when dealing with us?  
This includes an interpreter for people who have a hearing or speech impairment.  
No  **Go to 8**  
Yes  **Go to next question**

**6** What is your partner's preferred spoken language?

**7** What is your partner's preferred written language?

## You

**10** Did you have a partner on 30 June 2018?

No  Go to next question

Yes  When completing the partner's details in this form we are referring to the partner you had on 30 June 2018.

▶ Go to next question

**11** Your name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**12** Have you ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?

No  Go to next question

Yes  Give details below

**1** Other name

Type of name (e.g. name at birth)

**2** Other name

Type of name (e.g. maiden name)

If you have more than two other names, attach a separate sheet with details.

**13** Your gender

Male

Female

**14** Your date of birth

## Your partner on 30 June 2018

**11** Your partner's name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**12** Has your partner ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?

No  Go to next question

Yes  Give details below

**1** Other name

Type of name (e.g. name at birth)

**2** Other name

Type of name (e.g. maiden name)

If your partner has more than two other names, attach a separate sheet with details.

**13** Your partner's gender

Male

Female

**14** Your partner's date of birth



**18 Please read this before answering the following question**

Select **ONE** option below that best describes your current relationship status.

If you have **ever been separated**, list the date that you most recently reconciled with your partner.

What was your relationship status on **30 June 2018**?

**Married**  Date married/  
reconciled with your partner

▶ **Go to 19**

**Registered relationship**  Date registered/  
*(relationship registered under state or territory law)* reconciled with your partner

▶ **Go to 19**

**Partnered**  Date you started living with/  
*(living together in a relationship, including de facto)* reconciled with your partner

▶ **Go to 19**

**Separated**  Date of last separation  
*(previously lived with a partner, including in a marriage, registered or de facto relationship)*

▶ **Go to 21**

**Divorced**  Date of divorce

▶ **Go to 21**

**Widowed**  Date of partner's death  
*(previously partnered, including in a marriage, registered or de facto relationship)*

▶ **Go to 21**

**Never married or lived with a partner**  **Go to 21**

If none of the above describes your current relationship status, please call us on **136 150**.

**19** If you had a partner on 30 June 2018, were you in a relationship with them for only part of the 2017–2018 financial year?

No  ▶ **Go to next question**

Yes  ▶ **Give details below**

From

To

**20** Do you give permission for your partner to make enquiries with us on your behalf?

You can change this authority at any time.

No

Yes

**21** Do you want to authorise another person or organisation to make enquiries, get payments and/or act on your behalf?

No  ▶ **Go to next question**

Yes



You will need to complete and attach an **Authorising a person or organisation to enquire or act on your behalf** form (SS313).

If you do not have this form or want more information about nominee arrangements, go to [humanservices.gov.au/nominees](http://humanservices.gov.au/nominees)

## You

### 22 Please read this before answering the following question

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Are you of Aboriginal or Torres Strait Islander Australian descent?  
If you are of both Aboriginal and Torres Strait Islander Australian descent, please tick both 'Yes' boxes.

No

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

### 23 Please read this before answering the following question

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Are you of Australian South Sea Islander descent?

No

Yes

## Your partner on 30 June 2018

### 22 Please read this before answering the following question

This question is voluntary and will not affect your payment. If your partner does answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Is your partner of Aboriginal or Torres Strait Islander Australian descent?

If they are of both Aboriginal and Torres Strait Islander Australian descent, please tick both 'Yes' boxes.

No

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

### 23 Please read this before answering the following question

This question is voluntary and will not affect your payment. If your partner does answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Is your partner of Australian South Sea Islander descent?

No

Yes

## Residence details

### 24 What country are you currently living in?

The country of residence is where you normally live on a long term basis.


Australia  **Go to 26**

Other  Country of residence

### 25 Are you an Australian Government Sponsored Student?

No  **Go to next question**

Yes

 You will need to provide proof of the course of study being undertaken in Australia and who has provided you with the financial assistance.

### 24 What country is your partner currently living in?

The country of residence is where your partner normally lives on a long term basis.


Australia  **Go to 26**

Other  Country of residence

### 25 Is your partner an Australian Government Sponsored Student?

No  **Go to next question**

Yes

 You will need to provide proof of the course of study being undertaken in Australia and who has provided your partner with the financial assistance.



## You

- 26** Have you **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify your Australian residence.

No  Go to next question

Not applicable –  Go to next question

Never travelled to Australia

Yes  Give details below


Year you last entered Australia

Passport number

Country of issue

- 27** Are you an Australian citizen **who was born in Australia**?

No

 You will need to provide proof of your Australian residence status (e.g. **citizenship papers, passport or other documentation**).  
▶ Go to next question

Yes  **Go to 35**

- 28** What is your country of birth?

- 29** What is your country of citizenship?

Australia  Date granted

 / / **Go to 35**

Other  Give details below

Country of citizenship

Date granted

 / /

- 30** Have you ever lived in Australia?

No  **Go to 35**

Yes  Go to next question

- 31** What type of visa did you arrive on?

New Zealand passport  **Go to 33**  
(Special Category visa)

Permanent  Go to next question

Temporary  Go to next question

Unknown (e.g. arrived on parent's passport)  **Go to 33**

## Your partner on 30 June 2018

- 26** Has your partner **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify your partner's Australian residence.

No  Go to next question

Not applicable –  Go to next question

Never travelled to Australia

Yes  Give details below


Year your partner last entered Australia

Passport number

Country of issue

- 27** Is your partner an Australian citizen **who was born in Australia**?

No

 You will need to provide proof of your partner's Australian residence status (e.g. **citizenship papers, passport or other documentation**).  
▶ Go to next question

Yes  **Go to 35**

- 28** What is your partner's country of birth?

- 29** What is your partner's country of citizenship?

Australia  Date granted

 / / **Go to 35**

Other  Give details below

Country of citizenship

Date granted

 / /

- 30** Has your partner ever lived in Australia?

No  **Go to 35**

Yes  Go to next question

- 31** What is your partner's current type of visa?

New Zealand passport  **Go to 34**  
(Special Category visa)

Permanent  Go to next question

Temporary  Go to next question

Unknown (e.g. arrived on parent's passport)  **Go to 34**

## You

### 32 Your visa details on arrival

Visa sub class

Date visa granted

### 33 Has your visa changed since you arrived in Australia?

No  **Go to next question**

Yes  **Most recent visa details**

Visa sub class

Date visa granted

### 34 When did you most recently start living in Australia?

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#### Account details

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### 35 Please read this before answering the following question

After the end of the financial year when your lump sum claim has been processed, your Child Care Benefit and the Child Care Rebate will be paid into your bank account.

**Note:** If you are currently receiving Family Tax Benefit payments from us and you change your bank account details for your Child Care Benefit, then all Family Tax Benefit payments will be directed to this new account.

Where do you want your payment made?

The bank, building society or credit union account must be in your name. A joint account is acceptable. It cannot be in a child's name unless you are the signatory or trustee.

**Note:** Payments cannot be made into an account used exclusively for funding from the National Disability Insurance Scheme.

Name of bank, building society or credit union

Branch where the account is held

Branch number (BSB)

Account number  
(this may not be your card number)

Account held in the name(s) of

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## Your partner on 30 June 2018

### 32 Your partner's current visa details


Visa sub class

Date visa granted

### 34 When did your partner most recently start living in Australia?

**36 Please read this before answering the following questions**

Give details for all eligible child(ren) who were in your care during the 2017–2018 financial year (1 July 2017–30 June 2018).  
For more information, see *Eligible Child* in the **Information Booklet**.

 You will need to provide proof of birth to claim for any child(ren) where proof of birth has **not** previously been provided to us for family assistance payments.  
If you had more than four children during the 2017–2018 financial year, copy and attach pages (11 and 12) for each additional child before completing the details for child 1.

**Child 1****37** Child's family name

Child's first given name

Child's second given name

**38** Child's genderMale Female **39** Child's date of birth
 /  / 
**40** What is this child's country of birth?
**41** Has this child **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify this child's Australian residence.

No  **Go to next question**Not applicable –  **Go to next question**  
Never travelled to AustraliaYes  **Give details below**

Year this child last entered Australia

Passport number

Country of issue

**42** The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

For more information on grandparents, see *Who is a grandparent?* in the **Information Booklet**.

**Your relationship to this child**Parent Grandparent Step parent Foster carer Other  **Give details below**

**43** Did this child attend school during the 2017–2018 financial year?

Please read *Details of your child(ren) in Child Care Benefit approved child care* in the **Information Booklet** before you answer this question.

No  **You may be contacted for more information.**  
**Go to 45**Yes  **Go to next question****44** Did this child attend school for the first time during the 2017–2018 financial year?No  **Go to 46**Yes  **Date started**
 /  /  **Go to 46**
**45** Do you know when this child will start primary school?No  **Go to next question**Yes  **Date will start**
 /  /



## Child 2

37 Child's family name

Child's first given name

Child's second given name

38 Child's gender

Male

Female

39 Child's date of birth

40 What is this child's country of birth?

41 Has this child **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify this child's Australian residence.

No  Go to next question

Not applicable –  Go to next question  
Never travelled to Australia

Yes  Give details below

Year this child last entered Australia

Passport number

Country of issue

42 The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

For more information on grandparents, see *Who is a grandparent?* in the **Information Booklet**.

Your relationship to this child

Parent

Grandparent

Step parent

Foster carer

Other  Give details below

43 Did this child attend school during the 2017–2018 financial year?

Please read *Details of your child(ren) in Child Care Benefit approved child care* in the **Information Booklet** before you answer this question.

No  You may be contacted for more information.  
**Go to 45**

Yes  Go to next question

44 Did this child attend school for the first time during the 2017–2018 financial year?

No  **Go to 46**

Yes  Date started

 **Go to 46**

45 Do you know when this child will start primary school?

No  Go to next question

Yes  Date will start

46 Are you (or your partner or ex-partner) the grandparent of this child?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  Go to next question

Yes  When did this child enter your care?

47 Did this child spend time, with someone other than you (and/or your partner) at 30 June 2018 (such as one of their parents) during the 2017–2018 financial year (e.g. weekends, school holidays)?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  **Go to 50**

Yes  Who did the child spend time with?

Name

Address

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Postcode

## Child 2

**48** Did you have a parenting plan, court order or written agreement for the period during the 2017–2018 financial year?

No  **▶ Go to next question**

Yes

 Attach a copy of the parenting plan, court order or written agreement, if you have not already done so.

**▶ Go to 50**

**49** What percentage of care did you have for the 2017–2018 financial year?

 %

**OR**

How many nights was the child in your care during the 2017–2018 financial year?

From

 /  / 

To

 /  / 

**50 Please read this before answering the question**

We will use your child's Medicare details to check with the Australian Immunisation Register that your child meets immunisation requirements.

If we have your child's Medicare details, the Australian Immunisation Register will tell us their immunisation status so you do not need to tell us or provide evidence when your child:

- is vaccinated
- is up to date, **or**
- starts a catch-up schedule.

If your child is **not yet enrolled in Medicare** and they are over 12 months of age, you should complete a Medicare enrolment as soon as possible. Once enrolled you will need to tell us their Medicare details.

If your child is **not eligible for Medicare enrolment**, we will check their immunisation status with the Australian Immunisation Register using their name and other personal details. We may contact you for more information.

For more information about Medicare enrolment, including eligibility, go to **humanservices.gov.au/medicarecard**

If your child is eligible for Medicare enrolment and you do not provide the Medicare card number on which they are listed, we may not be able to check if they meet immunisation requirements and your payment will be affected.

For more information, see *Immunisation details* in the **Information Booklet**.

What is this child's Medicare enrolment details?

Enrolled in  **▶ Give details below**  
Medicare

The Medicare card number this child is listed on

 -  - 

Child's details on Medicare card

Reference Number	Child's full name on Medicare card
<input type="text"/>	<input type="text"/>

Not enrolled   
in Medicare

Not eligible   
for Medicare  
enrolment

**51** Do you have another child for whom you wish to claim Child Care Benefit approved child care payments for the 2017–2018 financial year?

No  **▶ Go to question 52 on page 19**

Yes  **▶ Go to next question on the next page**

### Child 3

37 Child's family name

Child's first given name

Child's second given name

38 Child's gender

Male

Female

39 Child's date of birth

40 What is this child's country of birth?

41 Has this child **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify this child's Australian residence.

No  Go to next question

Not applicable –  Go to next question  
Never travelled to Australia

Yes  Give details below

Year this child last entered Australia

Passport number

Country of issue

42 The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

For more information on grandparents, see *Who is a grandparent?* in the **Information Booklet**.

Your relationship to this child

Parent

Grandparent

Step parent

Foster carer

Other  Give details below

43 Did this child attend school during the 2017–2018 financial year?

Please read *Details of your child(ren) in Child Care Benefit approved child care* in the **Information Booklet** before you answer this question.

No  You may be contacted for more information.  
**Go to 45**

Yes  Go to next question

44 Did this child attend school for the first time during the 2017–2018 financial year?

No  **Go to 46**

Yes  Date started

 **Go to 46**

45 Do you know when this child will start primary school?

No  Go to next question

Yes  Date will start

46 Are you (or your partner or ex-partner) the grandparent of this child?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  Go to next question

Yes  When did this child enter your care?

47 Did this child spend time, with someone other than you (and/or your partner) at 30 June 2018 (such as one of their parents) during the 2017–2018 financial year (e.g. weekends, school holidays)?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  **Go to 50**

Yes  Who did the child spend time with?

Name

Address

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Postcode

### Child 3

**48** Did you have a parenting plan, court order or written agreement for the period during the 2017–2018 financial year?

No  **▶ Go to next question**

Yes



Attach a copy of the parenting plan, court order or written agreement, if you have not already done so.

**▶ Go to 50**

**49** What percentage of care did you have for the 2017–2018 financial year?

 %

**OR**

How many nights was the child in your care during the 2017–2018 financial year?

From

 /  / 

To

 /  / 

### 50 Please read this before answering the question

We will use your child's Medicare details to check with the Australian Immunisation Register that your child meets immunisation requirements.

If we have your child's Medicare details, the Australian Immunisation Register will tell us their immunisation status so you do not need to tell us or provide evidence when your child:

- is vaccinated
- is up to date, **or**
- starts a catch-up schedule.

If your child is **not yet enrolled in Medicare** and they are over 12 months of age, you should complete a Medicare enrolment as soon as possible. Once enrolled you will need to tell us their Medicare details.

If your child is **not eligible for Medicare enrolment**, we will check their immunisation status with the Australian Immunisation Register using their name and other personal details. We may contact you for more information.

For more information about Medicare enrolment, including eligibility, go to [humanservices.gov.au/medicarecard](http://humanservices.gov.au/medicarecard)

If your child is eligible for Medicare enrolment and you do not provide the Medicare card number on which they are listed, we may not be able to check if they meet immunisation requirements and your payment will be affected.

For more information, see *Immunisation details* in the **Information Booklet**.

What is this child's Medicare enrolment details?

Enrolled in  **▶ Give details below**  
Medicare

The Medicare card number this child is listed on

 -  - 

Child's details on Medicare card

Reference Number	Child's full name on Medicare card
<input type="text"/>	<input type="text"/>

Not enrolled   
in Medicare

Not eligible   
for Medicare  
enrolment

**51** Do you have another child for whom you wish to claim Child Care Benefit approved child care payments for the 2017–2018 financial year?

No  **▶ Go to question 52 on page 19**

Yes

If you are claiming for more than 4 children, (if you have not already copied pages 11 and 12) copy and attach pages 17 to 18 for each additional child before completing the details for child 4.

**▶ Go to next question**



## Child 4

37 Child's family name

Child's first given name

Child's second given name

38 Child's gender

Male

Female

39 Child's date of birth

40 What is this child's country of birth?

41 Has this child **EVER** travelled outside Australia, including short trips and holidays?

This question assists us to verify this child's Australian residence.

No  Go to next question

Not applicable –  Go to next question  
Never travelled to Australia

Yes  Give details below

Year this child last entered Australia

Passport number

Country of issue

42 The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

For more information on grandparents, see *Who is a grandparent?* in the **Information Booklet**.

Your relationship to this child

Parent

Grandparent

Step parent

Foster carer

Other  Give details below

43 Did this child attend school during the 2017–2018 financial year?

Please read *Details of your child(ren) in Child Care Benefit approved child care* in the **Information Booklet** before you answer this question.

No  You may be contacted for more information.  
**Go to 45**

Yes  Go to next question

44 Did this child attend school for the first time during the 2017–2018 financial year?

No  **Go to 46**

Yes  Date started

 **Go to 46**

45 Do you know when this child will start primary school?

No  Go to next question

Yes  Date will start

46 Are you (or your partner or ex-partner) the grandparent of this child?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  Go to next question

Yes  When did this child enter your care?

47 Did this child spend time, with someone other than you (and/or your partner) at 30 June 2018 (such as one of their parents) during the 2017–2018 financial year (e.g. weekends, school holidays)?

For more information, see *Who is eligible for Child Care Benefit?* in the **Information Booklet**.

No  **Go to 50**

Yes  Who did the child spend time with?

Name

Address

---

---


Postcode

## Child 4

**48** Did you have a parenting plan, court order or written agreement for the period during the 2017–2018 financial year?

No  **▶ Go to next question**

Yes

 Attach a copy of the parenting plan, court order or written agreement, if you have not already done so.

**▶ Go to 50**

**49** What percentage of care did you have for the 2017–2018 financial year?

 %

**OR**

How many nights was the child in your care during the 2017–2018 financial year?

From

 /  / 

To

 /  / 

**50 Please read this before answering the question**

We will use your child's Medicare details to check with the Australian Immunisation Register that your child meets immunisation requirements.

If we have your child's Medicare details, the Australian Immunisation Register will tell us their immunisation status so you do not need to tell us or provide evidence when your child:

- is vaccinated
- is up to date, **or**
- starts a catch-up schedule.

If your child is **not yet enrolled in Medicare** and they are over 12 months of age, you should complete a Medicare enrolment as soon as possible. Once enrolled you will need to tell us their Medicare details.

If your child is **not eligible for Medicare enrolment**, we will check their immunisation status with the Australian Immunisation Register using their name and other personal details. We may contact you for more information.

For more information about Medicare enrolment, including eligibility, go to [humanservices.gov.au/medicarecard](http://humanservices.gov.au/medicarecard)

If your child is eligible for Medicare enrolment and you do not provide the Medicare card number on which they are listed, we may not be able to check if they meet immunisation requirements and your payment will be affected.

For more information, see *Immunisation details* in the **Information Booklet**.

What is this child's Medicare enrolment details?

Enrolled in  **▶ Give details below**  
Medicare

The Medicare card number this child is listed on

 -  - 

Child's details on Medicare card

Reference Number	Child's full name on Medicare card
<input type="text"/>	<input type="text"/>


Not enrolled   
in Medicare

Not eligible   
for Medicare  
enrolment

**51** Do you have another child for whom you wish to claim Child Care Benefit approved child care payments for the 2017–2018 financial year?

No  **▶ Go to next question**

Yes

 Attach details of each additional child.  
**▶ Go to next question**

**52 Please read this before answering the following questions**

Questions 53–56 are to help us assess:

- the number of hours of Child Care Benefit you may be eligible for, **and/or**
- your eligibility for Child Care Rebate.

**You**

**53** During the periods that your child(ren) attended Child Care Benefit approved child care, did any of the following activities apply to **you**?

**Tick all that apply to you**

- Working
- Looking for work
- Studying or training
- Caring for an adult or child with a disability
- Doing voluntary work\*
- Paid or unpaid parental leave  Date leave commenced (up to a maximum 12 months)
- Have a disability
- Absent from Australia
- In prison
- None of these apply  **Go to 57**

\* Only tick voluntary work, if:

- you are doing voluntary work that improves your skills or job prospects, **or**
- you are doing voluntary work for at least 15 hours per week or 30 hours per fortnight.

**Your partner on 30 June 2018**

**53** During the periods that your child(ren) attended Child Care Benefit approved child care, did any of the following activities apply to **your partner**?

**Tick all that apply to you**

- Working
- Looking for work
- Studying or training
- Caring for an adult or child with a disability
- Doing voluntary work\*
- Paid or unpaid parental leave  Date leave commenced (up to a maximum 12 months)
- Have a disability
- Absent from Australia
- In prison
- None of these apply  **Go to 57**

\* Only tick voluntary work, if:

- your partner is doing voluntary work that improves their skills or job prospects, **or**
- your partner is doing voluntary work for at least 15 hours per week or 30 hours per fortnight.

**You**

**54** Were there any periods when your child(ren) attended Child Care Benefit approved care that none of these activities applied to **you**?

No  Go to next question

Yes  Give the periods that your child(ren) attended approved care when the activities did **NOT** apply to **you**.

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

If you need to give more dates, attach a separate sheet with details.

**55** Did you participate in any of the activities in question 53 for **at least** 15 hours per week (or 30 hours per fortnight)?

Time spent in work related activities (other than voluntary work that does not improve your skills or job prospects) can be combined to answer this question.

For more information, see *Eligible Child Care Benefit hours* in the **Information Booklet**.

No  **Go to 57**

Yes  Go to next question

**Your partner on 30 June 2018**

**54** Were there any periods when your child(ren) attended Child Care Benefit approved care that none of these activities applied to **your partner**?

No  Go to next question

Yes  Give the periods that your child(ren) attended approved care when the activities did **NOT** apply to **your partner**.

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

If your partner needs to give more dates, attach a separate sheet with details.

**55** Did your partner participate in any of the activities in question 53 for **at least** 15 hours per week (or 30 hours per fortnight)?

Time spent in work related activities (other than voluntary work that does not improve your partner's skills or job prospects) can be combined to answer this question.

For more information, see *Eligible Child Care Benefit hours* in the **Information Booklet**.

No  **Go to 57**

Yes  Go to next question

**You**

**56** Were there any periods when your child(ren) attended approved care that **you** did not participate in any of the activities in question 53 for **at least** 15 hours per week (or 30 hours per fortnight)?

No  Go to next question

Yes  Give the periods that your child(ren) attended approved care when **you** did **NOT** participate in any activities for 15 hours per week (or 30 hours per fortnight)

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

If you need to give more dates, attach a separate sheet with details.

**Your partner on 30 June 2018**

**56** Were there any periods when your child(ren) attended approved care that **your partner** did not participate in any of the activities in question 53 for **at least** 15 hours per week (or 30 hours per fortnight)?

No  Go to next question

Yes  Give the periods that your child(ren) attended approved care when **your partner** did **NOT** participate in any activities for 15 hours per week (or 30 hours per fortnight)

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

If your partner needs to give more dates, attach a separate sheet with details.

Additional assistance

**57 Please read this before answering the following questions**

Apart from Child Care Benefit, there are other payments or assistance that families may be entitled to receive.

If your child has a disability

Go to [humanservices.gov.au/carers](http://humanservices.gov.au/carers) for more information about *Carer Allowance and/or Carer Payment*.

If your child is an orphan

Go to [humanservices.gov.au/orphanpension](http://humanservices.gov.au/orphanpension) for more information about *Double Orphan Pension*.  
For more information and our definition of an orphan, see *Double Orphan Pension* in the **Information Booklet**.

Your rate

**58 Please read this before answering the following question**

The rate of Child Care Benefit you will be entitled to is based on your actual annual family income. You will not receive any Child Care Benefit if your income is more than the limits in the following table.

1 child using child care	\$156,914
2 children using child care	\$162,633
3 children using child care	\$183,655
add \$34,724 for each additional child using child care	

If you **know** your income is too high, you will still need to complete this claim form for Child Care Benefit to receive the Child Care Rebate as an annual lump sum payment, however, you may choose not to provide your income details.

For more information, see *How can you receive Child Care Benefit for approved care?* in the **Information Booklet**.

For the period during the 2017–2018 financial year, what rate of Child Care Benefit do you want to be assessed for?

Zero rate of Child Care Benefit  **Do not answer the income questions 59 to 90.**  
**You will receive Child Care Rebate if you are eligible.**  
**Go to 91**

More than zero rate of Child Care Benefit  You will need to lodge a tax return or tell us that you are not required to lodge a tax return. You will receive Child Care Rebate if you are eligible.  
▶ *Go to next question*

**Note:** With both of the above Child Care Benefit payment options, you will receive Child Care Rebate (if you are eligible).

**59** Do you currently receive Family Tax Benefit fortnightly?

No  ▶ **Go to 61**

Yes  ▶ *Go to next question*

**60** Have your income details changed since you last updated your estimate with us?

No  ▶ **Go to 67**

Yes  ▶ *Go to next question*

**You**

**61** Did you receive any payments from the Department of Veterans' Affairs in the 2017–2018 financial year?

- No  Go to next question
- Yes  Give details below

Type of payment

- Service Pension
- Income Support Supplement
- Age Pension
- Orphan Pension
- Veteran Payment
- Other  Give details below

Department of Veterans' Affairs reference number

Fortnightly amount  \$  /  /

When did you start to receive this payment  /  /

Has this payment stopped?

- No
- Yes  When did this payment stop  /  /

**62** Please read this before answering the following questions

If you need to lodge a tax return for the 2017–2018 financial year and have not done so, we cannot assess your Child Care Benefit until your taxable income details are confirmed by the Australian Taxation Office. To check if you are required to lodge a tax return, go to the Australian Taxation Office website [ato.gov.au](http://ato.gov.au)

Have you lodged a tax return for the 2017–2018 financial year?

- No  Go to 64
- Yes  Go to next question

**63** Have you received your Taxation Notice of Assessment?

- No  Go to 65
- Yes  What was your taxable income on your Taxation Notice of Assessment?

\$  Go to 66

**64** Will you lodge a tax return for the 2017–2018 financial year?

- No  Why will you not be lodging a tax return for the 2017–2018 financial year?

Go to next question

- Yes  Go to next question

**Your partner on 30 June 2018**

**61** Did your partner receive any payments from the Department of Veterans' Affairs in the 2017–2018 financial year?

- No  Go to next question
- Yes  Give details below

Type of payment

- Service Pension
- Income Support Supplement
- Age Pension
- Orphan Pension
- Veteran Payment
- Other  Give details below

Department of Veterans' Affairs reference number

Fortnightly amount  \$  /  /

When did your partner start to receive this payment  /  /

Has this payment stopped?

- No
- Yes  When did this payment stop  /  /

**62** Please read this before answering the following questions

If your partner needs to lodge a tax return for the 2017–2018 financial year and has not done so, we cannot assess your Child Care Benefit until their taxable income details are confirmed by the Australian Taxation Office. To check if your partner is required to lodge a tax return, go to the Australian Taxation Office website [ato.gov.au](http://ato.gov.au)

Has your partner lodged a tax return for the 2017–2018 financial year?

- No  Go to 64
- Yes  Go to next question

**63** Has your partner received their Taxation Notice of Assessment?

- No  Go to 65
- Yes  What was their taxable income on their Taxation Notice of Assessment?

\$  Go to 66

**64** Will your partner lodge a tax return for the 2017–2018 financial year?

- No  Why will they not be lodging a tax return for the 2017–2018 financial year?

Go to next question

- Yes  Go to next question

**65 Use the following table to estimate your (and/or your partner's) taxable income for 1 July 2017 to 30 June 2018.**

**Note:** If you did not receive income from any of the following sources, please write **\$0** in the appropriate boxes.

For more information, see *Providing an income estimate* in the **Information Booklet**.

		You	Your partner
<b>A</b>	<b>Estimated taxable income from salary and wages</b>	\$	\$
<b>B</b>	<b>Estimated taxable income from lump sum payment(s)</b>	\$	\$
<b>C</b>	<b>Estimated taxable income from business or self-employment</b>	Profit or Loss	\$
			-\$
<b>D</b>	<b>Estimated taxable income from investments</b>	Profit or Loss	\$
			-\$
<b>E</b>	<b>Estimated taxable income from real estate</b>	Profit or Loss	\$
			-\$
<b>F</b>	<b>Estimated taxable income from government pensions or benefits</b>	\$	\$
<b>G</b>	<b>Other estimated taxable income</b>	AUD	AUD
<b>Total estimated taxable income (total of A to G)</b>		= \$	\$

**66 Provide details of how much you (and/or your partner) expect to receive from any of the following sources in the 2017–2018 financial year**

**Note:** If you did not receive income from any of the following sources, please write **\$0** in the appropriate boxes.

For more information, see *Estimating your actual family income* in the **Information Booklet**.

		You	Your partner
<b>A</b>	<b>Exempt reportable fringe benefits</b>	<i>Estimated amount</i> \$	<i>Estimated amount</i> \$
<b>B</b>	<b>All other reportable fringe benefits</b>	<i>Estimated amount</i> \$	<i>Estimated amount</i> \$
<b>C</b>	<b>Reportable superannuation contributions</b>	<i>Estimated amount</i> \$	<i>Estimated amount</i> \$
<b>D</b>	<b>Total net investment losses</b> (If you have entered a net loss for your taxable income from investments and/or real estate at question 65 (D or E), you should copy the amount of the loss here.)	<i>Estimated amount</i> -\$	<i>Estimated amount</i> -\$
<b>E</b>	<b>Tax free pensions and benefits</b>	<i>Estimated amount</i> \$	<i>Estimated amount</i> \$
<b>F</b>	<b>Foreign income</b>	<i>Estimated amount</i> AUD	<i>Estimated amount</i> AUD
<b>G</b>	<b>Tax exempt foreign income</b>	<i>Estimated amount</i> AUD	<i>Estimated amount</i> AUD
<b>H</b>	<b>Child support PAID</b>	<i>Estimated amount</i> \$	<i>Estimated amount</i> \$



**67 Please read this before answering the following questions**

You are not breaking the law if you do not give us your (and your partner's) tax file number(s), but if you (and your partner) do not provide it to us, your entitlement to Child Care Benefit is limited to the zero rate. This will not affect your entitlement to Child Care Rebate.

In giving us your (and your partner's) tax file number in relation to this claim you authorise us to use your (and your partner's) tax file number for other family assistance payments and services in future where necessary.

Have you (and your partner) given us your tax file number(s) before?

No  *Go to next question*

Not sure  *Go to next question*

Yes  **Go to 69**

**68** Do you (and your partner) have a tax file number(s)?**You**

No  Please call us on **136 150**.

Yes  Your tax file number

--	--	--	--	--	--	--	--	--	--	--	--

**Your partner**

No  Please call us on **136 150**.

Yes  Your partner's tax file number

--	--	--	--	--	--	--	--	--	--	--	--

**69** Did you have a partner at any time during the 2017–2018 financial year?

For more information, see *Parents returning to work* in the **Information Booklet**.

No  Single parents do not need to apply for this extra assistance.

**Go to 71**

Yes  *Go to next question*

**70** Did you (or your partner) return to work for the FIRST time after the birth of a baby or after a period out of the workforce to care for a child who came into your care?

No  You are not entitled to this extra assistance.

**Go to next question**

Yes  *Go to next question*

Int

**71** During the 2017–2018 financial year, were you in a relationship with someone other than the partner you had on 30 June 2018?

No  **Go to 91**

Yes  *Go to next question*

**72 Please read this before answering the following questions**

To help calculate your lump sum payment, we need you to provide details of any partners you had during the 2017–2018 financial year, other than your partner on 30 June 2018. These partners are called 'previous partner(s)'.

The following questions will ask you about two previous partners. If you had **more than two previous partners in the 2017–2018 financial year**, copy and attach pages 26 to 28 before completing the details.

**Details of PREVIOUS PARTNER 1 in the 2017–2018 financial year**

**73 Name of previous partner 1**

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**74 Has this previous partner ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?**

No  **Go to next question**

Yes  **Give details below**

**1 Other name**

Type of name (e.g. name at birth)

**2 Other name**

Type of name (e.g. maiden name)

If this previous partner has more than two other names, attach a separate sheet with details.

**75 This previous partner's gender**

Male

Female

**76 This previous partner's date of birth**

 /  / 

**Details of PREVIOUS PARTNER 2 in the 2017–2018 financial year**

**73 Name of previous partner 2**

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**74 Has this previous partner ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?**

No  **Go to next question**

Yes  **Give details below**

**1 Other name**

Type of name (e.g. name at birth)

**2 Other name**

Type of name (e.g. maiden name)

If this previous partner has more than two other names, attach a separate sheet with details.

**75 This previous partner's gender**

Male

Female

**76 This previous partner's date of birth**

 /  /

**Details of PREVIOUS PARTNER 1 in the 2017–2018 financial year**

**77** This previous partner's country of birth

**78** This previous partner's current home address (if known)

Postcode

**79** Periods of your relationship with this previous partner during the 2017–2018 financial year

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

**80** Has this previous partner given us their tax file number before?

No  Go to next question

Not sure  Go to next question

Yes  Go to 82

**81** Do you know this partner's tax file number?

No  Not knowing your previous partner's tax file number will not affect your payment.

Yes  This previous partner's tax file number

--

**82** Please read this before answering the following question

To help calculate your lump sum payment, you must provide income details for this previous partner you had during the 2017–2018 financial year.

**If you cannot provide exact details, you must estimate as best you can.**

Use question 65 of this form as a guide to calculate their total estimated income.

What was this previous partner's total estimated taxable income for the 2017–2018 financial year?

If the total amount is zero, write **\$0**

\$

**Details of PREVIOUS PARTNER 2 in the 2017–2018 financial year**

**77** This previous partner's country of birth

**78** This previous partner's current home address (if known)

Postcode

**79** Periods of your relationship with this previous partner during the 2017–2018 financial year

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

**80** Has this previous partner given us their tax file number before?

No  Go to next question

Not sure  Go to next question

Yes  Go to 82

**81** Do you know this partner's tax file number?

No  Not knowing your previous partner's tax file number will not affect your payment.

Yes  This previous partner's tax file number

--

**82** Please read this before answering the following question

To help calculate your lump sum payment, you must provide income details for this previous partner you had during the 2017–2018 financial year.

**If you cannot provide exact details, you must estimate as best you can.**

Use question 65 of this form as a guide to calculate their total estimated income.

What was this previous partner's total estimated taxable income for the 2017–2018 financial year?

If the total amount is zero, write **\$0**

\$

**Details of PREVIOUS PARTNER 1 in the 2017–2018 financial year**

**83** Did this previous partner receive any exempt reportable fringe benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**84** Did this previous partner receive any other reportable fringe benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**85** Did this previous partner have any reportable superannuation contributions in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**86** Did this previous partner have any net investment losses in the 2017–2018 financial year?

No

Yes  *Estimated amount*

-\$

**87** Did this previous partner receive any tax free pensions or benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**88** Did this previous partner receive any foreign income in the 2017–2018 financial year?

No

Yes  *Estimated amount*

AUD

**89** Did this previous partner receive any tax exempt foreign income in the 2017–2018 financial year?

No

Yes  *Estimated amount*

AUD

**90** Did this previous partner **PAY** child support in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**Details of PREVIOUS PARTNER 2 in the 2017–2018 financial year**

**83** Did this previous partner receive any exempt reportable fringe benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**84** Did this previous partner receive any other reportable fringe benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**85** Did this previous partner have any reportable superannuation contributions in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**86** Did this previous partner have any net investment losses in the 2017–2018 financial year?

No

Yes  *Estimated amount*

-\$

**87** Did this previous partner receive any tax free pensions or benefits in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**88** Did this previous partner receive any foreign income in the 2017–2018 financial year?

No

Yes  *Estimated amount*

AUD

**89** Did this previous partner receive any tax exempt foreign income in the 2017–2018 financial year?

No

Yes  *Estimated amount*

AUD

**90** Did this previous partner **PAY** child support in the 2017–2018 financial year?

No

Yes  *Estimated amount*

\$

**91 Please read this before answering the following question**

At certain questions on this form, you may have been asked to attach documents.  
 In the following list, tick the box next to each document you are providing. Please provide original documentation.  
 The documents will be returned to you by registered post or you can have them copied at one of our service centres.

Which of the following forms, documents and other attachments are you providing with this form?

<b>Personal details</b>	<b>You</b>			
<i>Authorising a person or organisation to enquire or act on your behalf form (SS313) (if you answered Yes at question 21)</i>	<input type="checkbox"/>			
<b>Australian residence</b>	<b>You</b>	<b>Your partner</b>		
Proof of the course of study being undertaken in Australia and who has provided the financial assistance. <i>(if you answered Yes at question 25)</i>	<input type="checkbox"/>	<input type="checkbox"/>		
Citizenship papers, passport or other documentation <i>(if you answered No at question 27)</i>	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Child details</b> <i>See question 36</i> <b>Tick one box for each child</b>	<b>Child 1</b>	<b>Child 2</b>	<b>Child 3</b>	<b>Child 4</b>
Proof of birth has already been given to Human Services for family assistance payments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Birth Certificate or extract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adoption papers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other government issued document (e.g. parenting plan, court order or written agreement)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you shared the care of a child with a person other than your current partner</b> <i>See question 48</i> A copy of the parenting plan, court order or written agreement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

► *Go to next question*

## Obligations

### 92 You need to read this

#### Privacy and your personal information

Your personal information is protected by law (including the *Privacy Act 1988*) and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim.

Your information may be used by the department, or given to other parties where you have agreed to that, or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the department will manage your personal information, including our privacy policy, at [humanservices.gov.au/privacy](http://humanservices.gov.au/privacy)

### 93 Statement

#### I declare that:

- the information I have provided in this form is complete and correct.

#### I understand that:

- giving false or misleading information is a serious offence.
- the Australian Government Department of Human Services can make relevant enquiries to make sure I receive my correct entitlement.
- any money I owe will need to be paid back.
- if I owe money to the Australian Government Department of Human Services, some or all of the amount owed may be recovered from my tax refund and/or my Centrelink or family assistance payments, including Family Tax Benefit arrears, lump sum, top up and end of year supplement payments even if I am making regular repayments.
- my Family Tax Benefit top up payments and end of year supplement payments can also be used to offset a tax debt.

Your signature



Date

/ /

Your partner's (on 30 June 2018) signature (if applicable)



Date

/ /

## Next steps

- 1 Check that you have answered all the questions that you need to.
- 2 Attach all requested information and any additional required forms.
- 3 Check you have signed and dated this form.

## Returning your form

You can return this form and any supporting documents:

- **online** using your Centrelink online account through myGov. For more information, go to [humanservices.gov.au/submitdocumentsonline](http://humanservices.gov.au/submitdocumentsonline)
- **by post** to  
Department of Human Services  
Families  
Reply Paid 7802  
CANBERRA BC ACT 2610
- **in person** at one of our service centres, if you are unable to use your Centrelink online account.