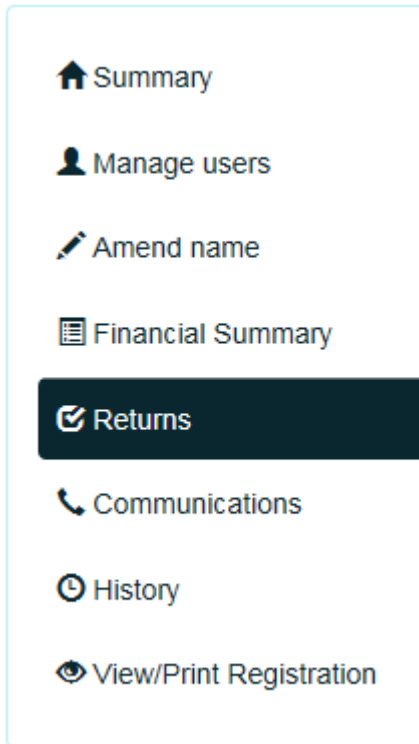


## Amending a submitted return

1. Click on your account name from the home menu.
2. Click on the **Returns** menu as follows:



3. The **Manage Returns** screen displayed.
4. Select the **Amend** link of the required return as follows:

Manage Returns

Current financial year returns are listed in the table below.

| Type            | Period | Due Date   | Submitted Date |                                            |
|-----------------|--------|------------|----------------|--------------------------------------------|
| Adjusted Return | 15/16  | 21/07/2016 | 02/08/2016     | <a href="#">View</a> <a href="#">Amend</a> |

For previous financial year returns click [here](#).

5. Enter the required amendments.
6. Click on the **Submit** button.