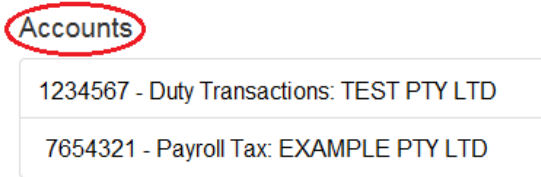
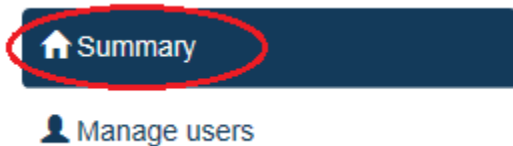


Viewing a duty transaction invoice as a PDF document

1. All **Accounts** are displayed on the home screen as follows:



2. Click on your duty transactions account.
3. Click on **Summary** from the menu as follows:



4. Outstanding invoices are displayed as follows:

Summary

Outstanding invoices

You have one or more outstanding invoices.

Invoice No.	Type	Status	Period	Balance	Due date	Options
109779257	Duty	Overdue	Apr 17	\$62,785.00	25/05/2017	PDF Pay
109779486	Duty	Issued	Week 48 16/17	\$445,185.00	08/06/2017	PDF Pay

Outstanding assessments

You have one or more outstanding assessments.

SRO No.	Type	Status	Balance	Due date	Options
5192	Property transfer	Issued	\$0.00	12/07/2017	PDF Pay

Calculate estimated duty payable »

Validate transfer certificate

For information on current interest and penalty rates, click [here](#).

5. Click on the **PDF** button of the relevant invoice as follows:

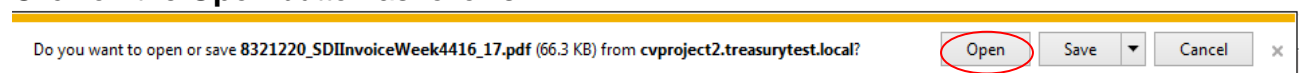
Summary

Outstanding invoices

You have one or more outstanding invoices.

Invoice No.	Type	Status	Period	Balance	Due date	Options
109779257	Duty	Overdue	Apr 17	\$62,785.00	25/05/2017	PDF Pay
109779486	Duty	Issued	Week 48 16/17	\$445,185.00	08/06/2017	PDF Pay

6. Click on the **Open** button as follows:



7. The duty invoice is displayed as follows:



TRO Agent Duty Invoice

TEST PTY LTD
10 HOBART ROAD
HOBART TAS 7000

Your account number 7654321
Invoice number 109779257
Invoice period Apr 17
Issue date 8 May 2017

Amount due \$62 785.00
Pay by 11 May 2017

Duty Summary

Duty \$	Interest \$	Total for period \$	Payments less refunds \$	Fees and/or adjustments \$	Total amount due \$
62 785.00	0.00	62 785.00	0.00	0.00	62 785.00

Interest

If interest is shown on this invoice it is because one or more transactions were not endorsed by their due by date. Details of the interest charge for each transaction are shown on the reverse side of this notice.

Accuracy of this invoice

Should you have concerns about the accuracy of this invoice, in the first instance you should review your endorsed transactions in TRO before contacting the State Revenue Office.