



Application for Reassessment or Cancellation of a Lodgement Failed Instruments Section 236 of the *Duties Act 2001*

Statutory declaration

State Revenue Office

Department of Treasury and Finance

Using this statement

This statement should be used to either:

- Apply for a refund if you have paid duty on an instrument which subsequently failed in its intended operation and has become useless. An application for a refund must be made:
 - a) within three years after the initial assessment; or
 - b) twelve months after the instrument has failed, whichever is the later.
- Apply to cancel a lodgement where an assessment has not yet been made for an instrument, but the instrument has failed in its intended operation and has become useless since the time of lodgement.

About statutory declarations

A statutory declaration is a written statement declared to be true in the presence of an authorised witness. The following people are authorised to witness your signature on a statutory declaration:

- Registered health practitioner (such as a doctor, pharmacist, nurse);
- Legal practitioner;
- Bank officer, credit union officer, or finance company officer with five or more years of continuous service;
- Judge or magistrate of a court;
- Teacher employed full-time at a school or tertiary education institution;
- Veterinary surgeon;
- Commissioner for Affidavits and Declarations;
- Police officer; and
- Justice of the Peace.

For the full list of authorised witnesses:

http://www.justice.tas.gov.au/commissionersfordeclarations/list_of_groups

What else do I need to enclose?

If it has not already been submitted, please include the stamped original instrument.

Who should complete this statement?

This statement should be completed by the person who has paid duty, or the person liable to pay the duty, on an instrument that subsequently failed in its intended operation.

Assistance

Contact the State Revenue Office:

Phone: (03) 6166 4400 or 1800 001388 (for Tas-based callers outside the '62' area)

Email: dutyhelp@treasury.tas.gov.au

In person: Ground floor,
Salamanca Building Parliament Square
4 Salamanca Place HOBART TAS 7000
(weekdays: 9:00am to 5:00pm)

Protecting your personal information

Personal information is collected by the Commissioner of State Revenue and used for the purpose of administering the [Taxation Administration Act 1997](#) and the [Duties Act 2001](#). You are required to provide this information under the relevant provisions of those Acts.

Your personal information may only be disclosed in accordance with the provisions of the Taxation Administration Act, and will be managed in accordance with the [Personal Information Protection Act 2004](#). You may access your personal information on request to the Commissioner of State Revenue. A fee may be charged for this service.

Lodging your completed declaration

Please submit your statutory declaration with supporting documents to:

Post: Commissioner of State Revenue

GPO Box 1374

Hobart TAS 7001

or

Deliver: Ground floor

Salamanca Building Parliament Square

4 Salamanca Place HOBART TAS 7000

(weekdays 9:00am to 5:00pm)

1. This application is being made by:

Name	<input type="text"/>	
Address line 1	<input type="text"/>	
Address line 2	<input type="text"/>	
Suburb/town	<input type="text"/>	
State	<input type="text"/>	Postcode <input type="text"/>
Daytime telephone number	<input type="text"/>	Include area code if outside Tasmania. Can be a mobile number.

If the application is being made by more than one person, each applicant should complete a separate application.

2. Details of the failed instrument:

Type of instrument (e.g. transfer)	<input type="text"/>	
Transferor/s (vendor) name	<input type="text"/>	
Transferee/s (purchaser) name	<input type="text"/>	
Date of instrument	<input type="text"/>	
Date duty paid (if applicable)	<input type="text"/>	
Amount of duty paid (if applicable)	<input type="text" value="\$"/>	
Transaction number	<input type="text"/>	The transaction number stamped on the instrument or the lodgement number.

3. The instrument failed in its intended operation and became useless for the following reasons:

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

4. Statutory declaration:

I,
Your full name

of

Your street address

occupation

do solemnly declare that the information in this declaration is true and correct.

I make this solemn declaration under the [Oaths Act 2001](#).

declared at
Place

in the State of
State or Territory

on this day, the
Date Month Year

signed:
Signature of declarant

before me,
(Justice of the Peace, Commissioner for Declarations, or other authorised witness)

WARNING: There may be court-imposed penalties for giving false or misleading information.