



**!** This form must be enclosed with all media lodged. Also complete and enclose the *Magnetic media – multiple files (EA)* form if multiple files are to be extracted.

Period of report from  Day  /  Month  /  Year  to  Day  /  Month  /  Year

## Section A: Supplier details

The supplier is the entity supplying the payment summary annual report on magnetic media to the Tax Office. For example, a payer, a tax agent or a computer service provider.

### Supplier name

Supplier Australian business number (ABN) or withholding payer number (WPN)

Business address of supplier (for delivery of magnetic media)

Suburb/town

State/territory

Postcode

Contact name

Email address

Phone number

Facsimile number

## Section B: Payer details

The payer is the entity that has made the withholding payments contained in this report.

Payer name

Payer ABN or WPN             Branch

**!** If the media contains payment summary annual reports for more than one payer, please complete the additional payer details on the following page.

Media type (tick relevant box )  
 USB/flash drive     DAT TAR     Floppy disk     CD-ROM   
 DAT Windows NT     ZIP disk     DVD (NO DVD-RAM)

## Section C: Identifier

Please write an identifier on the outside of the magnetic media and show this here. The identifier should be made up of six characters.

Identifier

## Section D: Sending your reports

Has this report been tested on the Tax Office's electronic commerce interface (ECI) validator?

Yes

No

**➤** Have you considered lodging by the ECI, it is a cost effective and expedient alternative to lodging by electronic media? For more information go to [eci.ato.gov.au](http://eci.ato.gov.au)

**➤** Send this completed form and the magnetic media to the appropriate address below.

**USB/flash drive and DATs (courier)**  
 Magnetic Information Processing Services  
 Australian Taxation Office  
 567 Smollett Street  
 ALBURY NSW 2640

**Floppy disks, ZIP disks, CD-ROMs and DVDs (post)**  
 Magnetic Information Processing Services  
 Australian Taxation Office  
 PO Box 923  
 ALBURY NSW 2640

It is recommended that a padded bag or CD/floppy disk mailing box is used for postal items.

**!** This form may be photocopied for use.

**➤** For more information phone **13 28 66** or go to [www.ato.gov.au](http://www.ato.gov.au) and search for *How to submit your PAYG withholding annual report electronically (NAT 3367)*.



# Magnetic media information Payment summary annual reports – additional payer details

# EA

**!** This form must be completed where the media contains payment summary annual report details for more than one payer. Where this form is completed it must be supplied with the *Magnetic media information (EA)* form.

## Section A: Supplier details

Supplier name

Supplier Australian business number (ABN) or withholding payer number (WPN)

         

## Section B: Payer details

Please provide the name and ABN or WPN for all payers included in the media.

**!** Do not include the payer details included on the first page of the *Magnetic media information (EA)* form.

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

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Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

Payer name

Payer ABN or WPN

     

Branch

  

**!** If you are required to supply more payer details please use a photocopy of this form.

## Section C: Identifier

**!** This must be the same identifier that appears on the *Magnetic media information (EA)* form and the outside of the magnetic media. The identifier should be made up of six characters.

Identifier

**➔** For more information phone **13 28 66** or go to [www.ato.gov.au](http://www.ato.gov.au) and search for *How to submit your PAYG withholding annual report electronically (NAT 3367)*.



This form must be completed where more than one file is to be extracted from the media.

**!** Circle or highlight below the name of each file contained on the media lodged. Multiple file names must be in the format **EMPDUPE.Ann**.

File name	Process number (Tax Office use only)	File name	Process number (Tax Office use only)	File name	Process number (Tax Office use only)
EMPDUPE.A01		EMPDUPE.A34		EMPDUPE.A67	
EMPDUPE.A02		EMPDUPE.A35		EMPDUPE.A68	
EMPDUPE.A03		EMPDUPE.A36		EMPDUPE.A69	
EMPDUPE.A04		EMPDUPE.A37		EMPDUPE.A70	
EMPDUPE.A05		EMPDUPE.A38		EMPDUPE.A71	
EMPDUPE.A06		EMPDUPE.A39		EMPDUPE.A72	
EMPDUPE.A07		EMPDUPE.A40		EMPDUPE.A73	
EMPDUPE.A08		EMPDUPE.A41		EMPDUPE.A74	
EMPDUPE.A09		EMPDUPE.A42		EMPDUPE.A75	
EMPDUPE.A10		EMPDUPE.A43		EMPDUPE.A76	
EMPDUPE.A11		EMPDUPE.A44		EMPDUPE.A77	
EMPDUPE.A12		EMPDUPE.A45		EMPDUPE.A78	
EMPDUPE.A13		EMPDUPE.A46		EMPDUPE.A79	
EMPDUPE.A14		EMPDUPE.A47		EMPDUPE.A80	
EMPDUPE.A15		EMPDUPE.A48		EMPDUPE.A81	
EMPDUPE.A16		EMPDUPE.A49		EMPDUPE.A82	
EMPDUPE.A17		EMPDUPE.A50		EMPDUPE.A83	
EMPDUPE.A18		EMPDUPE.A51		EMPDUPE.A84	
EMPDUPE.A19		EMPDUPE.A52		EMPDUPE.A85	
EMPDUPE.A20		EMPDUPE.A53		EMPDUPE.A86	
EMPDUPE.A21		EMPDUPE.A54		EMPDUPE.A87	
EMPDUPE.A22		EMPDUPE.A55		EMPDUPE.A88	
EMPDUPE.A23		EMPDUPE.A56		EMPDUPE.A89	
EMPDUPE.A24		EMPDUPE.A57		EMPDUPE.A90	
EMPDUPE.A25		EMPDUPE.A58		EMPDUPE.A91	
EMPDUPE.A26		EMPDUPE.A59		EMPDUPE.A92	
EMPDUPE.A27		EMPDUPE.A60		EMPDUPE.A93	
EMPDUPE.A28		EMPDUPE.A61		EMPDUPE.A94	
EMPDUPE.A29		EMPDUPE.A62		EMPDUPE.A95	
EMPDUPE.A30		EMPDUPE.A63		EMPDUPE.A96	
EMPDUPE.A31		EMPDUPE.A64		EMPDUPE.A97	
EMPDUPE.A32		EMPDUPE.A65		EMPDUPE.A98	
EMPDUPE.A33		EMPDUPE.A66		EMPDUPE.A99	

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