



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

Period of report from

Day		
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 /

Month		
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Year			
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 to

Day		
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Month		
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Year			
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Section A: Supplier details

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

Supplier name

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

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Business address of supplier (for delivery of electronic storage media)

Suburb/town

State/territory

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Postcode

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Contact name

Email address

Phone number (including area code)

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Fax number (including area code)

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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

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Branch

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

Media type (cross relevant box ☒)

USB/flash drive ☐ DAT Windows NT ☐ DAT TAR ☐ ZIP disk ☐ Floppy disk ☐ (no DVD-RAM)

DVD

☐ CD-ROM ☐

Section C: Identifier

Write an identifier on the outside of the electronic storage media and show this here. The identifier should have six characters.

Identifier

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Section D: Validation

Has this report been tested on our electronic commerce interface (ECI) validator?

No ☐

Yes ☐

➤ You can lodge this information electronically. For more information, visit our website at www.ato.gov.au/online services

➤ Complete this form and send it with the electronic storage media to the address below, either for courier or post. It is recommended that a padded bag or CD/Floppy disk mailing box is used for postal items.

USB/flash drive and DATs (courier)

Magnetic Information Processing Services
Australian Taxation Office
520 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

! This form may be photocopied for use.

➤ For more information, phone us on **13 28 66**.



Electronic storage media 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 *Electronic storage media information* (EA) form.

Section A: Supplier details

Supplier name

Supplier ABN or WPN

Section B: Payer details

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 *Electronic storage 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, use a photocopy of this form.

Section C: Identifier

! This must be the same identifier that appears on the *Electronic storage media information* (EA) form and the outside of the electronic storage media. The identifier should have six characters.

Identifier

➤ For more information, phone us on **13 28 66** between 8.00am and 6.00pm, Monday to Friday.



Electronic storage media – multiple files Payment summary annual reports

EA

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 (ATO use only)	File name	Process number (ATO use only)	File name	Process number (ATO 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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