

# How to Claim or Vary a Tax Deduction for Contributions

## When to use this factsheet and form

Read this factsheet and use this form if you:

- Intend to claim a tax deduction for your personal super contributions
- Want to change a previous notice of intent.

Claiming a tax deduction for your personal contributions may help reduce the amount of tax you need to pay.

You may be able to claim a tax deduction on personal super contributions made during the financial year from your after-tax income (also called **non-concessional** contributions). Any amount claimed will be treated as a **concessional (before-tax) contribution** and subject to the \$27,500 concessional contributions cap.<sup>1</sup>

When deciding whether to claim a deduction for super contributions, consider whether:

- You will exceed your concessional contributions cap across all your super accounts
- You wish to split your contributions with your spouse
- It may affect your eligibility for the government super co-contribution<sup>2</sup>
- Division 293 tax applies to you as a high income earner.<sup>3</sup>

## How to claim or change a tax deduction

The eligibility criteria and considerations you need to know before claiming a tax deduction are:

- Step 1:** Check how much you paid to us in non-concessional contributions in Member Online at [memberonline.qsuper.qld.gov.au](http://memberonline.qsuper.qld.gov.au) under 'Account history & statements' then 'Yearly transaction summary'.
- Step 2:** Complete and send the attached form to us. You can also claim a tax deduction for eligible financial years through Member Online at [memberonline.qsuper.qld.gov.au](http://memberonline.qsuper.qld.gov.au). We will take approximately five business days to process your request and will send you a confirmation letter once this is finalised. Please keep this letter with your other tax documents. Keep in mind this process may take longer during times of peak demand such as the end of the financial year.
- Step 3:** Lodge your tax return, stating the amount you are claiming in the supplementary section of your tax return. You cannot make a claim if you have already lodged your tax return (unless making an amendment).

<sup>1</sup> This applies to 2022-23 financial year. If you have multiple super funds, contributions caps apply to the combined contributions going into all of your super funds, not just the amount paid to us.

<sup>2</sup> This only applies if your total income is under \$57,016 for the 2022-23 financial year.

<sup>3</sup> This only applies if your income for surcharge purposes (less reportable super contributions) plus your concessional contributions is \$250,000 or more for the financial year in which you are claiming a tax deduction. © Registered to BPAY Pty Ltd ABN 69 079 137 518.

## Additional information

Please refer to the Australian Taxation Office (ATO) Notice of intent to claim or vary a deduction for personal super contributions form (NAT 71121) or call the ATO on **13 10 20** for more information. You can also speak with your accountant or tax adviser.

If you'd like to know how to make contributions, call us on **1300 360 750** or visit our website.



**You must lodge this form and receive confirmation of receipt before you lodge your tax return.**

## Contributions you can claim

You can claim a tax deduction for non-concessional contributions you have made to your QSuper Accumulation account throughout the financial year. These include:

- Voluntary contributions made when transferring funds from your bank account (e.g. using BPAY®)
- Standard member contributions if made after-tax (some Queensland Government employees only)
- Voluntary contributions made after-tax directly through your employer/payroll.

For more information, refer to the Personal Contributions Guide.

To be eligible to claim a deduction, you must:

- Make personal contributions (after-tax/non-concessional contributions) to your QSuper Accumulation account in the financial year you want to claim the deduction (we must have received these contributions before 30 June of that financial year)
- Use this form or Member Online to notify us you intend to claim a deduction before you submit your tax return
- Be a QSuper member with an Accumulation account at the time you send us the form
- Receive acknowledgement from us of your valid notice of intent to claim a deduction
- Be under age 75 (if you are 75 or older, you cannot claim a deduction for contributions that were made more than 28 days after the month you turned 75)
- Meet the work test if you're aged 67-74 (find out more at [qsuper.qld.gov.au/voluntarycontributions](http://qsuper.qld.gov.au/voluntarycontributions))
- Have earned income if you are under 18 at the end of the financial year in which you made the contribution.



Part of Australian Retirement Trust

You cannot claim a tax deduction for contributions that were:

- Withdrawn from your QSuper Accumulation account (including early access claims)
- Transferred into or out (in whole or part) of your QSuper Accumulation account
- Previously split with your spouse
- Concessional contributions (e.g. superannuation guarantee contributions or salary sacrifice contributions)
- Released to you and then re-contributed to QSuper under the First Home Super Saver Scheme (FHSSS), or a re-contribution of COVID-19 early release amounts
- Received via a spouse contribution split or family law determination
- Made as a downsizer contribution.



**If you have made a withdrawal from your Accumulation account, it may impact the amount you are eligible to claim.**

For more information please refer to the ATO website – [ato.gov.au](http://ato.gov.au)

## Important notes

### Are we a Commonwealth public sector fund?

No, when submitting your tax return, please note that we are not a Commonwealth public sector superannuation scheme, a constitutionally protected fund, or an untaxed fund that would not include contributions in their assessable income.

### Can I claim a tax deduction if I have made a partial withdrawal or transfer out of my QSuper Accumulation account?

If you have withdrawn part of your super as a lump sum, or transferred out part of your Accumulation account balance (e.g. to another super fund, including an overseas fund), you may be able to claim a tax deduction on the contributions that remain in your QSuper Accumulation account. For further details please refer to the ATO website – [ato.gov.au](http://ato.gov.au)

## Concessional contributions cap

If you claim a tax deduction for a personal super contribution, the amount will count towards your annual concessional (before-tax) contributions cap. This cap applies across all funds and not just your QSuper account.

If you exceed your cap, your excess concessional contributions will be taxed at your marginal tax rate, plus an interest charge (as would happen for income tax paid late to the ATO).

Concessional contributions are before-tax contributions that include:

- Employer contributions (superannuation guarantee contributions and other employer contributions)
- Salary sacrificed contributions
- Any contributions you've claimed a tax deduction on (i.e. the amount you claim on this form).

## Carry forward concessional (before-tax) contributions

If your total super balance is less than \$500,000 at 30 June, you may be able to 'carry forward' any unused concessional contributions.

If eligible, this means you can carry any unused part of your yearly concessional contributions cap over to the next financial years, for a rolling period of up to five years. Amounts that have not been used after five years will expire.

For more information, read the Personal Contributions Guide.

## Can I claim a tax deduction if I am a Defined Benefit member?

No. You cannot claim a tax deduction for any contributions made to your Defined Benefit account (including State account, Police account, and Parliamentary accounts). For more information about your contributions, including 'notional employer contributions', see the QSuper Defined Benefit Account Guide.

## Government co-contribution

Personal contributions you claim as a tax deduction do not count as personal contributions for the government co-contribution.

## For personal advice about your super

**Before you claim a tax deduction, you may want speak with an accountant, financial adviser, or the ATO to make sure this is the best strategy for you.**

**Members have access to financial advice. You can find out more about the options at [qsuper.qld.gov.au/advice](http://qsuper.qld.gov.au/advice)**

## Member Centres

Visit [qsuper.qld.gov.au/membercentres](http://qsuper.qld.gov.au/membercentres) for locations

## Member Services team

**Phone** 1300 360 750  
**Overseas** +61 7 3239 1004  
Monday to Friday 8.00am – 6.00pm (AEST)

**Postal address** GPO Box 200, Brisbane QLD 4001  
**Email** [qsuper@qsuper.qld.gov.au](mailto:qsuper@qsuper.qld.gov.au)  
**Fax** 1300 242 070  
**Website** [qsuper.qld.gov.au](http://qsuper.qld.gov.au)

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QCJUL23-260 FO27 07/23

# Notice of Intent to Claim or Vary a Tax Deduction for Personal Super Contributions (S290-170 Form)

## How to use this form

Use this form if you want to give notice of your intention to claim a tax deduction for personal contributions you have made to your QSuper Accumulation account for the current or previous financial year. You can also use this form to change a previous notice of intent.

### 1 Your personal details

You can find your client number on your annual statement or by logging into Member Online at [memberonline.qsuper.qld.gov.au](http://memberonline.qsuper.qld.gov.au)

Client number on your account

Title

Date of birth (dd/mm/yyyy)

First names

Middle name

Last name

Home phone number

Work phone number

Mobile phone number

Email address

Postal address




State

Postcode

Country

## 2 Financial year to claim

Which financial year would you like to claim the tax deduction for? (e.g. You would write 2022-2023 for the financial year ending 30 June 2023.)

Financial year

 - 

If you want to claim for another financial year as well, please fill in a separate form.

### Personal contributions

You can find an annual summary of your total personal contributions in the 'Yearly transaction summary' section of Member Online. These will be shown under the 'Non-concessional (after-tax)' contributions heading, and will be the total of:

- Voluntary member contributions (after-tax) (e.g. BPAY)
- Standard member contributions (after-tax) if you made this contribution type (some Queensland Government employees only).

## 3 Total personal super contributions

Enter the total personal contributions you have made to QSuper for the financial year declared in section 2 of this form.

Total personal contributions

\$

This form is for claiming a tax deduction on your QSuper contributions only. If you have multiple superannuation funds and want to claim a tax deduction for personal contributions made to another fund, please contact them directly for further information.

## 4 Amount you intend to claim

Enter the amount of personal contributions you intend to claim a tax deduction on, or the amount you will now be claiming on if you are changing a previous notice.

The amount you enter will count towards your concessional contributions cap, as explained in the factsheet above.

Personal contributions to claim

\$

## 5 If changing a previous notice

*(If you do not need to change a previous notice, move on to Question 6.)*

If you have previously lodged a notice of intent to claim a tax deduction and you would like to reduce the amount, tell us the previously claimed amount.

Amount previously claimed

\$

## 6 Declaration and authorisation

Please review the information you have provided in this form before you sign this declaration. If you provide false or misleading information, or fail to take reasonable care, you may be liable to administrative penalties imposed by the ATO.

I declare that at the time of lodging this notice:

- I am the person named on this form, or I have a power of attorney to act on the member's behalf.<sup>1</sup>
- The information given on this form is true and correct.
- I intend to claim the personal contributions stated as a tax deduction.
- I am a current Accumulation account member of QSuper.
- I have not begun to receive a superannuation income stream based in whole or part on these contributions.
- I have not received these contributions as a re-contribution under the First Home Super Saver Scheme, or as a re-contribution of COVID-19 early release amounts.
- I have not made these contributions as a downsizer contribution.
- I have not included any of these contributions in a previous valid notice.
- I have not included these contributions in a contribution-splitting application to QSuper.
- I am lodging this notice at the earlier of either:
  - a) Before the end of the day that I lodged my income tax return for the year I made personal contributions, or
  - b) Before the end of the financial year following the year I made personal contributions.

- If this is a notice to vary a previous valid claim, I acknowledge this variation only reduces the amount of contributions claimed in a previous notice, and I can confirm either:
  - I have lodged my income tax return for the year in which the contribution was made, prior to the end of the following income year, and I am lodging this variation notice before the end of the day on which I lodge the tax return; or
  - I have not yet lodged my income tax return for the relevant year, and this variation notice is being lodged on or before 30 June in the financial year following the year I made personal contributions, or
  - The ATO has disallowed my claim for a deduction for the relevant year, and this notice reduces the amount stated in my previous valid notice by the amount that has been disallowed.

Name

Signature

Date signed (dd/mm/yyyy)

 /  / 

Please return this completed form to us by:



**Post**  
QSuper  
GPO BOX 200  
Brisbane QLD 4001



**Email**  
qsuper@qsuper.qld.gov.au

We will aim to send you an acknowledgement letter as soon as possible upon receiving a valid request. Make sure you claim the amount listed in our acknowledgement when you lodge your tax return.

<sup>1</sup> If you haven't already, you need to give us an original certified copy of the power of attorney document that authorises you to complete a form of this kind.

**Member Centres**

Visit [qsuper.qld.gov.au/membercentres](https://qsuper.qld.gov.au/membercentres) for locations

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