



Include this form when providing [certified identity documents](#) to complete your Australian business number (ABN) application, and/or:

- your entity is not registered in Australia
- your non-resident associates don't have an Australian tax file number.

Before completing this form you will need to have applied for an ABN at abr.gov.au

If this cover sheet is not included, it could delay the processing of your application.

How to complete this form

- Type your answers in each section in English.
- Print the completed form and include it with your certified identity documents.
- If you need to provide certified identity documents on behalf of more than one ABN application, you must complete a separate form for each application. You only need to include one copy of each of your certified identity documents.
- **Do not send original documents. The ATO is unable to return original or certified documents.**

Section A: Application details

Ensure the details in this section **exactly match** those from your ABN application.

ABR reference number

Entity name

Family name of one associate (if they only have one name, enter it here)

Other given names

Section B: Supporting documents

Send in your proof of identity for non-residents supporting documents that meet our requirements as soon as possible after submitting your ABN application to allow sufficient time for processing.

Note that where supporting documentation is not received and processed within 43 days, your application will be refused.

Section C: Contact details

Given and family name of contact person

Email address for contact person

Lodging this form

Where to send your documents

Print and attach this form to your certified identity documents and mail it to:

Australian Taxation Office

Attention: Non-resident registrations team
PO Box 3373
ALBURY NSW 2640
AUSTRALIA

- ! You don't need to contact us, we will send correspondence to you at the postal address provided when we have finalised your application.