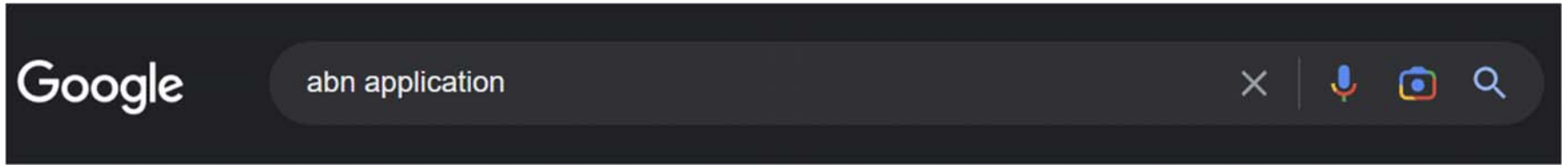


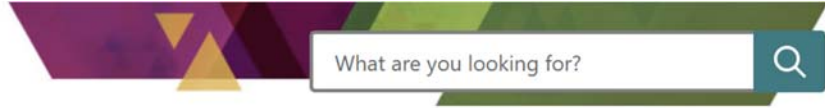
To start applying for your ABN, you need to Google: "ABN Application"



Be careful **not to click** any of this links with the "Ad" before the text, these companies will charge you for applying for the ABN which is free, always look for the correct link, it should finish with ".gov.au":

A screenshot of search results for "abn application". The results are displayed on a dark background. There are three items:

- The first item is an advertisement. It has a red "X" to its left. The word "Ad" is circled in red. The text reads: "Apply for an ABN - Register ABN in 5 minutes" and "15 Minute Fast-tracked Processing. Register GST and Business Name all in one **application**".
- The second item is also an advertisement. It has a red "X" to its left. The word "Ad" is circled in red. The text reads: "Apply For ABN - ABN Application" and "Online **ABN registration** for: Sole traders, freelancers, drivers, business owners.".
- The third item is an organic search result. It has a green checkmark to its left. The text reads: "https://www.abr.gov.au > business-super-funds-charities" followed by "Applying for an ABN - ABR" in purple. Below that, it says "6 Sept 2022 — How to **apply** and reapply. The **ABN** is a unique 11-digit number that identifies your business or organisation to the government and community." and lists links for "ABN entitlement", "What you need for your ABN...", "Sole trader", and "ABN important facts". At the bottom, it says "You've visited this page many times. Last visit: 29/12/22".



What are you looking for?



For Business, Super funds & Charities

For Tax professionals

For Government agencies

Applying for an ABN

Updating or cancelling your ABN

Applying for other registrations

[Home](#) > [For Business, Super funds & Charities](#) > [Applying for an ABN](#)

▼ Applying for an ABN

▶ ABN entitlement

▶ What you need for your ABN application

ABN facts and fiction

ABN for businesses outside Australia

▶ Your business information on the ABR

Saving your ABN application

▶ Updating or cancelling your ABN

▶ Applying for other registrations

## Applying for an ABN

### How to apply and reapply

The ABN is a unique 11 digit number that identifies your business or organisation to the government and community.


Apply or reapply for an ABN using the application below:

[Apply or reapply for an ABN](#)

Watch this video to find out more about ABNs.



## Important information

 If you are a tax professional, we recommend you access the ABN application via [Tax Professional's Services](#).

Before starting your ABN application, you need to read and confirm you understand that:

- We review ABN applications to ensure only genuine businesses get, and keep, an ABN. You may need to provide [evidence](#) that you are entitled to an ABN.
- For each [false or misleading statement](#) made in your ABN application, a penalty of up to \$12,600 may be applied.
- We will validate your information with other agencies.
- Once you have an ABN, you must [update](#) it within 28 days of any change and cancel it if you are no longer trading or carrying on an enterprise.

I agree to provide true and correct information in this application and have read and understand the conditions above.



## Privacy

Your privacy is important to us. Read the [privacy statement](#) before applying for an ABN.

Cancel

Next

# Apply for Australian Business Number

ABN entitlement Application detail Business information Associate details Reason for application Declaration

ABN entitlement

## ABN Entitlement

The following questions will assist in determining entitlement to an ABN. It is important you select the most accurate response that reflects your current circumstances. If you are unsure how to answer a question, select the help icon to the right of the question. Compulsory questions are marked with an asterisk (\*).

For taxation purposes which type of entity is the applicant?  Individual (Sole trader)  Company, Partnership, Trust or other organisation  Superannuation entity



### Individual (Sole trader)

It is important to know that applying for an ABN does not automatically mean that you are carrying on an enterprise as a Individual (Sole trader). There are a range of tests that are used to determine whether you are a Individual (Sole trader) carrying on an enterprise.

The following questions will assist in determining whether you are considered to be a Individual (Sole trader) carrying on an enterprise.

Will your activities be carried out in Australia?\*  Yes  No



Have you started or are you taking steps to start your activity?\*  Yes  No



What is the nature of your activity?\*



Are you doing things that are consistent with running a business (use the help icon to see the list of what we look for)?\*  Yes  No



Restart

Next

# Australian Business Number

ABN entitlement

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ABN entitlement » ABN entitlement report

## Apply for Australian Business Number

Date:

23/12/2021

Questions	Answers
Will your activities be carried out in Australia?	Yes
Have you started or are you taking steps to start your activity?	Yes
What is the nature of your activity?	In the form of a business
Are you doing things that are consistent with running a business (use the help icon to see the list of what we look for)?	Yes

Please check your responses to the above questions before selecting 'Next'. You will not be able to change your responses once you proceed to the next screen.

You are able to restart your application if the information you provided was incorrect. We suggest reviewing the information on the [Australian Business Register](#) website before submitting a new application.

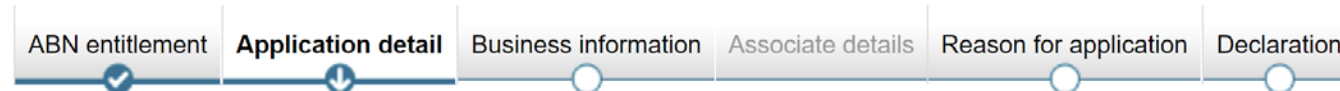
Restart

Cancel

Print report

Next

# Apply for Australian Business Number



## Application detail

### Application detail

Please use the Previous, Next and other buttons at the bottom of every screen to navigate. Please minimise use of browser navigation buttons (back and forward) as it may cause problems with the application.

For taxation purposes which type of entity is the applicant?

- Individual (Sole trader)
- Company, Partnership, Trust or other organisation
- Superannuation entity

Does the applicant currently have an Australian Business Number (ABN) or previously had an ABN?

- Yes
- No



If you answered yes to the question above, what is the Australian Business Number (ABN) currently or previously held by the applicant?



Not quoting your ABN may delay the registration process. You can search for your current or previous ABN using [ABN lookup](#).

Does the applicant wish to apply or reapply for an Australian Business Number (ABN)?

- Yes
- No



Does the applicant have a Tax File Number?

- Yes
- No



Does the applicant wish to apply for a Tax File Number?

- Yes
- No



Cancel

Next

# Apply for Australian Business Number



## Taxation information

### Taxation information

Is the applicant an Australian resident for tax purposes?

Yes  No



If the applicant uses, or intends to use the services of a registered agent, what is their registered agent number?



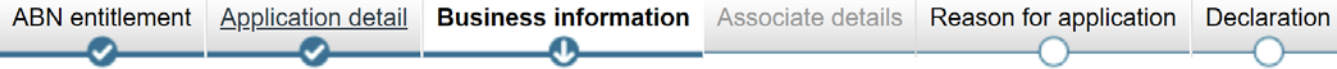
You may find this number on the applicant's last tax return. If you can not find this number, leave this blank.

Previous

Cancel

Next

# Apply for Australian Business Number



[Taxation information](#) » **Applicant information**

## Applicant information

What is the Individual/Sole Trader's name? (Select Help icon for more information) ?

Title:

First given name:

Other given names:

Family name:\*

Date of birth:\*

**YOUR DETAILS AND DATE OF BIRTH**

What is the Individual/Sole Trader's tax file number? ?

**YOUR TFN**

 You are not required by law to quote a TFN but not quoting it will delay your registration.

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## Business activity details

From what date does the Individual/Sole Trader require its ABN?\*


23 / 12 / 2021 

Today's date

 For a new ABN registration, this date cannot be more than 6 months in the future. If the date provided is a date in the future, the ABN will not be issued until that date. For the reapplication of a cancelled ABN, this date cannot be in the future.


If you intend for this business activity to be less than 3 months, on what date do you expect to cease business?


dd / mm / year 

 If you register for GST, you will be required to complete business activity statements monthly.

## Main business activity


Describe the Individual/Sole Trader's main business activity:\*

residential cleaning 

 After you are issued an ABN you can update your ABN record to add up to four additional business activities. For more information go to [Update your ABN details](#)

Select the category which best matches the Individual/Sole Trader's main business activity:\*

Cleaning - residential cleaner (except carpet, drapes, curtains and other soft furnishings)

 Government agencies may contact you regarding important information relevant to your business activity.

Does the Individual/Sole Trader operate an agricultural property?

Yes  No

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Country:

Address:

Address line 1:

Address line 2:

Suburb/town/locality:

State/territory:

Postcode:

**YOUR ADDRESS**

Is the Individual/Sole Trader's postal address the same as the business address?

Yes  No

What is the Individual/Sole Trader's email address for service of notices and correspondence?

**YOUR EMAIL**



Does the Individual/Sole Trader have more than one business location in Australia?

Yes  No



Either a mobile telephone number or email address must be provided. If a work telephone number is provided then an email address must be provided.

What is the telephone number for this location?

Work  Mobile

**YOUR MOBILE NUMBER WITHOUT 04**



What is the email address for this location?

Same as service of notice email



**YOUR EMAIL**

Authorised contact 1

Title:

YOUR NAME



Preferred name:

Family name:\*

Position held:\*

Individual/Sole Trader



Contact telephone numbers

➤ If a mobile phone number is to be inserted as the business or after-hours number then the number is to be split into two sections one of 4 digits and the other of 6 digits.

! You must provide either mobile phone number or email.

Area code Number

Business :



After hours :

Facsimile :

Mobile:

YOUR MOBILE NUMBER

Email address:

YOUR EMAIL



Preferred language:

English



If other, please specify:

More contacts?

Yes  No



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# Apply for Australian Business Number

ABN entitlement

[Application detail](#)

[Business information](#)

Associate details

**Reason for application**

Declaration

Reason for application

## Reason for application

> Select the reason that best describes why the Individual/Sole Trader is applying for an ABN.

Why is the Individual/Sole Trader applying for an ABN?\*

New Business in Australia

Is this the Individual/Sole Trader's first time in business in Australia?

Yes

No

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## Declaration

 We suggest that you print a copy of your completed application for your records as you will not be able to print a copy after submitting this application.

 [Penalties](#) may be imposed for giving false or misleading information.

Penalties of up to \$12,000 can apply for each [false or misleading statement](#) made in an ABN application.

## Privacy

We are authorised by taxation laws, including the Income Tax Assessment Act 1936, A New Tax System (Australian Business Number) Act 1999, A New Tax System (Goods and Services Tax) Act 1999 and the Taxation Administration Act 1953 to collect the information requested on this form. We need this information to help us administer these Acts and to help us maintain the details relating to you that are recorded in the Australian Business Register (ABR) and other ATO systems.

Where authorised by taxation laws to do so, we may give this information to other [Commonwealth, State, Territory and local government agencies](#) [Selected ABR information](#) is available to the public.

I declare that:

- The information given on this form is true and correct
- I understand my tax and super obligations

OR

I declare that:

- this document has been prepared in accordance with information supplied by the entity
- I have received a declaration in writing from the entity stating that the information is true and correct
- I am authorised by the entity to give this document to the Commissioner and/or Registrar

Name:\*


YOUR FULL NAME



Position held:\*

Owner



 For example, Sole Trader or Tax Agent.

Date of declaration:\*

22 / 12 / 2021



Previous

Cancel

Print form

Exit

Save

Submit

# ABN confirmation

✓ Your application for an Australian Business Number (ABN) has been successful.

Your name:

Your ABN:

YOUR ABN WILL BE HERE

ABN status:

Active from 23/12/2021

> We recommend that you print or save your ABN advice

ABN advice

## Important information

- Use [myGovID](#) and [RAM](#) to access online services.
- [Update](#) your details within 28 days of any changes
- We may [review](#) your ABN entitlement
- Your ABN should be displayed on ABN Lookup in one hour

## Next steps

> Select 'Continue' to apply for other business registrations including: GST, PAYG, business name and online services.

Continue