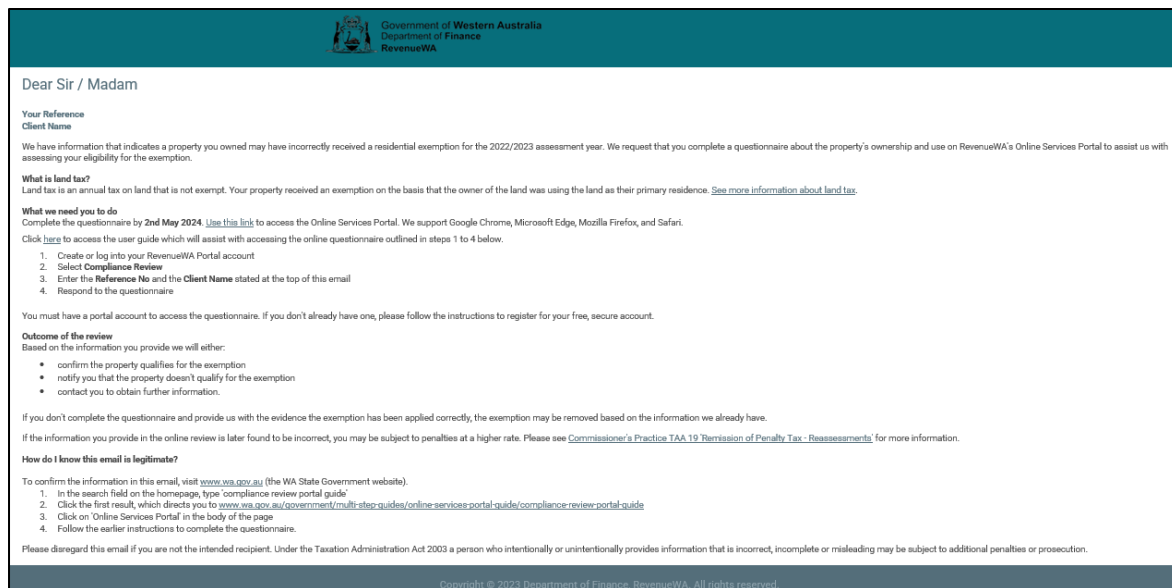




How to access the Compliance Review questionnaire through the Online Services Portal

Use this guide if you have received an email from RevenueWA asking you to complete a questionnaire about:

- property ownership or
- your liability to pay payroll tax or
- vehicle licence duty.



A link to the [Online Services Portal](#) has been provided in your email.

- If you **do not** already have an account for the Online Services Portal, [follow these steps to register and create an online account.](#)
- If you **do** already have an account for the Online Services Portal, [follow these steps to log in to your existing online account.](#)

Before you complete the questionnaire, you will need to provide [proof of identity or authority to act](#) as an authorised person.

Once you have done this, an Online Questionnaire screen like the examples below will be displayed. Please complete and submit the questionnaire by the date stated in your email.

Land Tax Primary Residence Exemption

RevenueWA has information to suggest that the property at **84305 20 AUGUSTA ST** (the property) was entitled to the land tax exemption previously applied for the 2022/2023 assessment year.

The information you provide in this questionnaire will assist us to determine whether the property is eligible for the exemption. If you are completing this questionnaire as an authorised representative, your answers should be based on the correct use of the property.

[See this link](#) for more information about land tax.

1 Primary Residence

1. For which of the following assessment years was the property your primary place of residence?

Assessment Year	Primary residence?
2018/19 (30 June 2019)	<input type="radio"/> Yes <input type="radio"/> No
2019/20 (30 June 2020)	<input type="radio"/> Yes <input type="radio"/> No
2020/21 (30 June 2021)	<input type="radio"/> Yes <input type="radio"/> No
2021/22 (30 June 2022)	<input type="radio"/> Yes <input type="radio"/> No
2022/23 (30 June 2023)	<input type="radio"/> Yes <input type="radio"/> No

Your primary place of residence is where you eat and sleep and the area is used as your home. It is where you live. The place you call home. [See more information about land tax](#)

2. For any of the assessment years listed above, what was the address of any other properties you owned and used as your place of residence on 30 June?

Online Questionnaire

Payroll Tax Unregistered Employer

RevenueWA has information to suggest that the property at **84305 20 AUGUSTA ST** (the property) may be liable for payroll tax in the 2022/2023 assessment year. Complete this questionnaire to determine if you are an unregistered employer for payroll tax purposes.

The information you provide in this questionnaire will assist us to determine whether the property is liable for payroll tax. Your answers should be based on the correct use of the property.

1 With Employees

1.1. Does the property employ or engage employees in Western Australia?

Yes No

1.2. Do you use any of the property's employees in Western Australia?

Yes No

2 Payroll Tax Liability

2.1. The tax amount payable for payroll tax is the taxable wages for the year's employees. These wages are a total of the amounts for all employees.

Assessment Period	WA Taxable Wages	Multiple Regs excludes WA Region	Total Australia-wide Region
2022/23 (30 June 2023)	00	00	00
2021/22 (30 June 2022)	00	00	00
2020/21 (30 June 2021)	00	00	00
2019/20 (30 June 2020)	00	00	00
2018/19 (30 June 2019)	00	00	00

Online Questionnaire

Vehicle Licence Duty

RevenueWA has information to suggest that the property at **84305 20 AUGUSTA ST** (the property) may be liable for vehicle licence duty. Complete this questionnaire to determine if you are liable for vehicle licence duty.

The information you provide in this questionnaire will assist us to determine whether the property is liable for vehicle licence duty. Your answers should be based on the correct use of the property.

1 Transaction Details

1.1. What is the category which best describes your relationship with the State?

1.2. What was the date of the transaction?

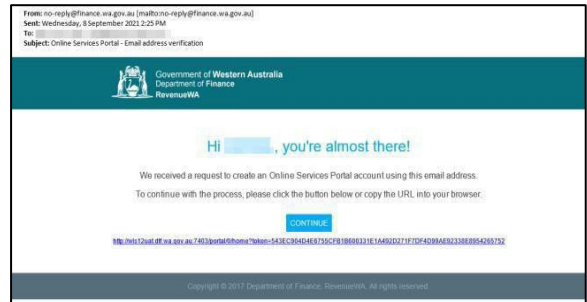
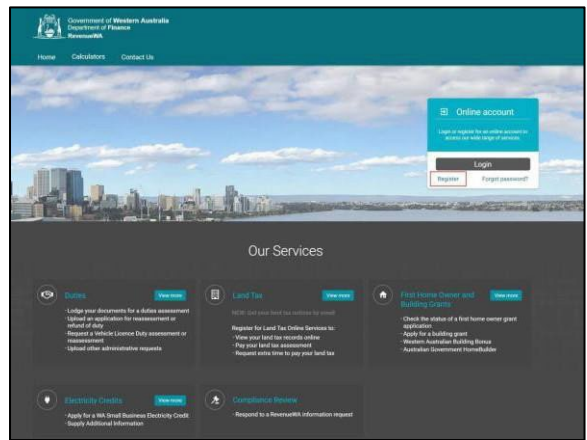
1.3. How was the payment for the vehicle made?

1.4. Please enter the vehicle's make, model and year. These should have been declared at the time of the vehicle's purchase of the motor.

Register and create an online account

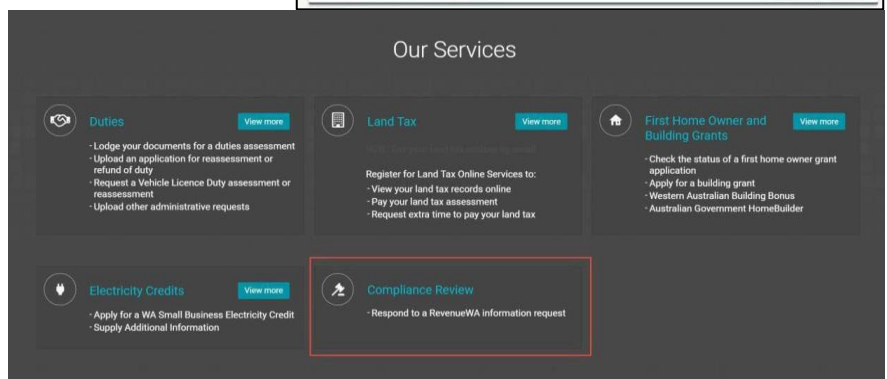
1. On the Online Services Portal home page, click Register in the Online Account box.
2. Provide your name and email address. Tick 'I am not a robot' and click 'Submit'.

3. Click 'OK' on the pop-up information box.
4. An email will have been sent to the email address you provided. Select 'Continue' or click the link to finish creating your account. This will take you to the Registration screen.
5. On the registration screen, create and confirm your password, add your contact details and select 'Register'. This will take you back to the Online Services Portal.
6. Your user login details will be displayed in the top right corner of the screen.



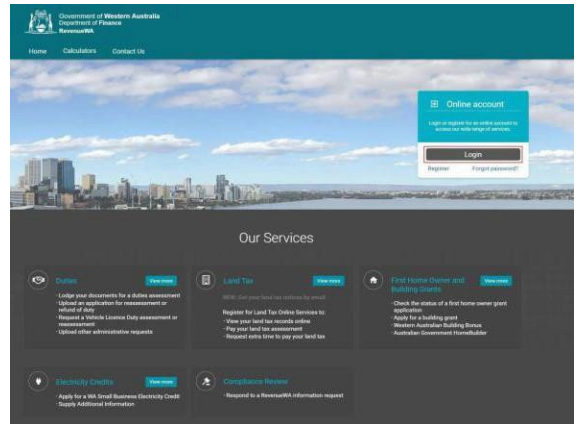
7. Select Compliance Review from the bottom of the screen.
8. Provide your Reference No and Client Name. This information is in the email from RevenueWA.

Please note, for payroll tax, the Client Name is the Entity Name. Select 'OK'. The [Proof of identity or authority to act](#) will be displayed.

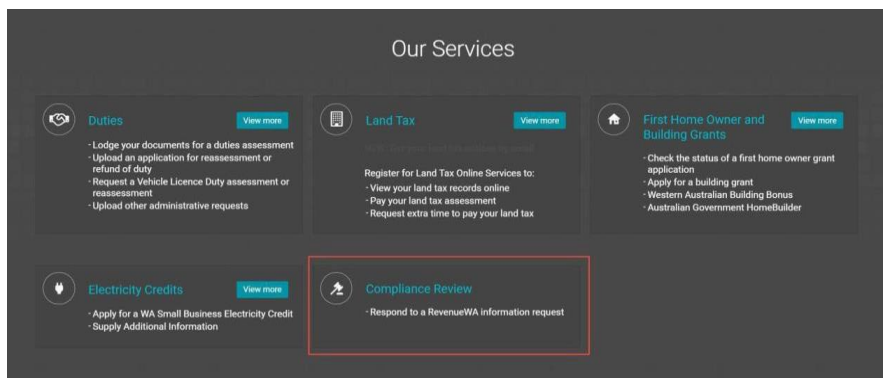


Log into your existing account

1. On the Online Services Portal home page, click 'Login' in the Online Account box.
2. Enter your login details and select OK.



3. Your user login details will be displayed in the top right corner of the screen.
4. Select Compliance Review from the bottom of the screen.



5. Provide your Reference No and Client name. This information is in the email from RevenueWA. Please note, for payroll tax, the Client Name is the Entity Name. Select 'OK'. The Proof of identity or authority to act will be displayed.

Proof of identity or authority to act

Complete the 'proof of identity' or 'authority to act' fields.

Upload proof of your identity or proof of authority to act. To add a document, select the document type, choose the file and select 'Upload'.

Complete the declaration tick box.

Select 'Continue'.