

# 2020 Pony Club WA Eventing Technical Delegate & Course Designer Payment Procedures

ATO Statement by Supplier form to be completed by ALL officials and submitted to [accounts@ponyclubwa.asn.au](mailto:accounts@ponyclubwa.asn.au) prior to payment from Pony Club WA.

OFFICIAL ROLE	FEE	WHO PAYS	FORMS	SEND TO	DUE
<b>Pony Club WA Technical Delegate</b>  <b>• Club/Zone Events</b>	\$500	Pony Club WA Eventing TD Levies	Technical Delegate Report & Checklist Pony Club WA Officials Payment Form	<a href="mailto:sports@ponyclubwa.asn.au">sports@ponyclubwa.asn.au</a> <a href="mailto:accounts@ponyclubwa.asn.au">accounts@ponyclubwa.asn.au</a>	14 Days post event
	Accommodation and Meals	Host Club/Zone to book and pay for prior to the event.	N/A	N/A	N/A
	Travel Expenses as agreed.	Host Club/Zone	TD Invoices the Club/Zone direct.	TD either Emails invoice to OC prior to event or hands to OC when they arrive at the venue.	TD <b>must</b> be paid before leaving the venue.
<b>Pony Club WA TRAINEE Technical Delegate – Training at Club/Zone Events</b> <i>(Trainees must be officially engaged as approved by the State Eventing Committee)</i>	Travel Expenses as agreed.	Pony Club WA Eventing TD Levies	Pony Club WA Officials Payment Form	<a href="mailto:sports@ponyclubwa.asn.au">sports@ponyclubwa.asn.au</a> <a href="mailto:accounts@ponyclubwa.asn.au">accounts@ponyclubwa.asn.au</a>	14 Days post event
<b>Pony Club Course Designer</b>	Travel Expenses	Host/Club /Zone	CD Invoices Club/Zone Direct	CD either emails invoice to OC prior to event or hands to OC at Venue	CD arranges own payment with OC



Statement by a supplier

HOW TO COMPLETE THE STATEMENT

Print clearly in BLOCK LETTERS using a black pen only. Use BLOCK LETTERS and print one character in each box. Place X in all applicable boxes.

Payers can check ABN records of suppliers by visiting abr.business.gov.au or phoning 13 72 26 24 hours a day, 7 days a week.

Complete this statement if the following applies:
you are an individual or a business
you have supplied goods or services to another enterprise (the payer), and
you are not required to quote an Australia business number (ABN).

Section A: Supplier details

Your name

Grid for entering name details

Your address

Grid for entering address details, including suburb/town, state/territory, and postcode

Reason/s for not quoting an ABN Place X in the appropriate box/es.

- List of reasons for not quoting an ABN with checkboxes, including: 'The payer is not making the payment in the course of carrying on an enterprise in Australia.', 'The supplier is an individual aged under 18 years...', 'The payment does not exceed \$75...', 'The supply that the payment relates to is wholly input taxed.', 'The supply is made by an individual or partnership without a reasonable expectation of profit or gain.', 'The supplier is not entitled to an ABN as they are not carrying on an enterprise in Australia.', 'The whole of the payment is exempt income for the supplier.'

Section B: Declaration

For information about your privacy, visit our website at ato.gov.au/privacy

Under pay as you go (PAYG) legislation and guidelines administered by us, the named supplier is not quoting an ABN for the current and future supply of goods or services for the reason or reasons indicated. Name of supplier (or authorised person)

Grid for entering name of supplier

Signature of supplier(or authorised person)

Signature box

Daytime phone number

Grid for entering daytime phone number

Date

Grid for entering date (Day, Month, Year)

Penalties apply for deliberately making a false or misleading statement.

Do not send this statement to us. Give the completed statement to any payer that you are supplying goods or services to. The payer must keep this document with other records relating to the supply for five years.