



Transaction statement

About this form

Complete this form if you are registered as a self assessor for transfer duty under the *Duties Act 2001* and you are required by your notice of registration to self assess transactions. The types of transactions that are required to be self assessed can be found on the Office of State Revenue (OSR) website.

A transaction statement must be completed for each transaction. The information that you will need to complete this transaction statement is contained in the following documents for the transaction:

Form 24 Property Transfer Information and Form 1 Transfer, Form OSR – D2.2, Form OSR – D2.1 and Form OSR – D2.7 (as applicable).

Type all responses in the boxed spaces and tick the appropriate boxes.

If a question is marked with an asterisk*, the question is mandatory and must be completed.

You must retain certain documents (for example, completed applications for a first home/home concession/first home vacant land (Forms OSR – D2.1 and 2.7) and evidence of value) as they may be requested by OSR. Please note home concession is not applicable for transactions dated from 1 August 2011. Under section 118 of the *Taxation Administration Act 2001* these documents are required to be retained for a period of 5 years after the completion of the transaction to which they relate.

Part A – General information

Client No:

Transaction No:

1. Transaction class Select one

- Transfer of residential land
- Transfer of non-residential land
- Transfer of business asset
- Transfer – other
- Transfer of mortgage (Only complete questions 4, 5, 12, 13, 18, 25 & Part D)
- Acquisition of new right

2. Dutiable transaction Select one

- Transfer of dutiable property
- Agreement to transfer dutiable property
- Surrender of dutiable property
- Creation or termination of a trust of dutiable property
- Transfer of an existing right
- Acquisition of new right (go to Q4)

3. Dutiable property Select one

- Land in Qld
- Transferable site area
- Qld business asset
- Existing right
- Chattel in Qld

4. Transaction/ Document date / / Unconditional date / /
5. Is there an agreement in writing? Yes No
6. Does this transaction also include a transfer(s) assessed under s.22 of the *Duties Act 2001*? Yes No
7. Has duty been previously paid on this agreement? Yes If yes, go to Q8
No If no, go to Q10
8. Transaction number under which duty was paid
9. Are all details provided in the previous transaction? Yes No

(If answer yes, complete Part E of the form and submit to OSR without providing any further details. You will need to await your transaction number in order to stamp the transfer)

Part B – Property and party details

10. Description of the property (other than land)

11. Real property description (attach a schedule if more than 5 lots)

Lot no./nos.	Plan type	Plan number	Title reference*

12. Transferor details Complete Q12 for each transferor. Attach Annexure C if more than 2 transferors.

Transferor 1:

Type:

- Individual DOB / /
- Company *ABN/ACN
- Trustee *ABN/ACN

Given names - For companies/trustees,
enter company/trustee name

Surname - For a trustee, enter the trust name

Transferor 2:

Type:

- Individual DOB / /
- Company *ABN/ACN
- Trustee *ABN/ACN

Given names - For companies/trustees,
enter company/trustee name

Surname - For a trustee, enter the trust name

13. Transferee details Complete Q13 for each transferee. Attach Annexure C if more than 2 transferees.

Transferee 1:	Transferee 2:
Type:	Type:
<input type="checkbox"/> Individual *DOB <input type="text" value="/ /"/>	<input type="checkbox"/> Individual *DOB <input type="text" value="/ /"/>
<input type="checkbox"/> Company ABN/ACN <input type="text"/>	<input type="checkbox"/> Company ABN/ACN <input type="text"/>
<input type="checkbox"/> Trust ABN <input type="text"/>	<input type="checkbox"/> Trust ABN <input type="text"/>
If trust, please select type of trust:	If trust, please select type of trust
<input type="checkbox"/> Family/ discretionary	<input type="checkbox"/> Family/ discretionary
<input type="checkbox"/> Unit	<input type="checkbox"/> Unit
<input type="checkbox"/> Fixed	<input type="checkbox"/> Fixed
<input type="checkbox"/> Other	<input type="checkbox"/> Other
Given names - For companies/trustees, enter company/trustee name	Given names - For companies/trustees, enter company/trustee name
<input type="text"/>	<input type="text"/>
Surname - For a trustee, enter the trust name	Surname - For a trustee, enter the trust name
<input type="text"/>	<input type="text"/>
For trustee – Enter ACN/ ABN or Date of birth for each one	For trustee – Enter ACN/ ABN or Date of birth for each one
<input type="text"/>	<input type="text"/>
Address	Address
<input type="text"/>	<input type="text"/>

14. Transferee concession claim

Transferee 1: Select one	Transferee 2: Select one
<input type="checkbox"/> No claim	<input type="checkbox"/> No claim
<input type="checkbox"/> Home D2.1 completed (not applicable for transactions dated from 1 August 2011)	<input type="checkbox"/> Home D2.1 completed (not applicable for transactions dated from 1 August 2011)
<input type="checkbox"/> First home D2.1 completed	<input type="checkbox"/> First home D2.1 completed
<input type="checkbox"/> First home vacant land D2.7 completed	<input type="checkbox"/> First home vacant land D2.7 completed

15. Please provide the following details for each transferee who has claimed a home concession.

Transferee 1	Transferee 2
Transfer date: <input type="text" value="/ /"/>	Transfer date: <input type="text" value="/ /"/>
Occupation date: <input type="text" value="/ /"/>	Occupation date: <input type="text" value="/ /"/>

16. Transferee interest

Each transferee's acquisition of the land as a percentage, such as 25%, 33.33%, 50% or 100%.
If a transferee already holds an interest in the land, only enter the interest being acquired in this transaction.

Transferee 1

Transferee 2

Interest acquired

Interest acquired

17. Beneficiary of a fixed trust – do you want to claim a first home/home concession/first home vacant land for all beneficiaries under the fixed trust? (All beneficiaries of the trust must be individuals with a legal disability)? Yes No

If yes, please select a concession type:

- Home D2.1 completed** (not applicable for transactions dated from 1 August 2011)
- First home D2.1 completed** (for transactions dated from 1 August 2011, please complete First home D2.1 Version 6)
- First home vacant land D2.7 completed** (please complete First Home vacant land D2.7 Version 4)

Please provide all beneficiaries names and dates of birth (attach schedule where needed)

Part C – Transaction information

18. Are the transferor and the transferee related?

Yes Evidence of value to be retained

No

19. Is the consideration paid less than the unencumbered value of property included in this transaction?

Yes Evidence of value to be retained

No

20. Is an exemption being claimed?

Yes Complete and lodge an Annexure B with this statement

No

21. Consideration/ unencumbered value of ENTIRE property?

If a partial interest is acquired, the unencumbered value of the entire property, (not just the value of the partial interest), must be entered in this field

\$

Note: If the consideration excludes GST however GST is payable in addition to the consideration then the GST must be added to the total consideration/unencumbered value.

22. Where a home concession has been claimed, please provide the dutiable value of non-residential property.

\$

23. Does this transaction form part of an arrangement including other dutiable transactions (Section 30)?

Yes If yes, go to Q24

No If no, go to Q25

24. Is this the first transaction in the arrangement? Yes No

If no, please complete Annexure A regarding aggregated transactions. Please complete the payment information on the annexure and not on this form. The verification section will still need to be completed on this form. If yes, you do not need to complete Annexure A

25. How many mortgages are being transferred?

(Only complete this question if the selected transaction class is Transfer of mortgage)

Part D – Payment information

26. Duty payable

\$

27. Less duty payable on option agreement

\$

Transaction no:

28. UTI

\$

29. Transaction liability Total of Q26 to Q28

\$

30. Payment amount \$

\$

Part E – Acknowledgement

I acknowledge that it is an offence under section 488 of the *Duties Act 2001* (Qld) and section 122 of the *Taxation Administration Act 2001* (Qld) for a person to give to the Commissioner or an investigator a document containing information that the person knows, or should reasonably know, is false or misleading in a material particular.

Authorised person's signature

Name

Date

/ /

Contact phone

The Office of State Revenue is collecting the information on this form for the purposes of administering State revenue. Collection of this information is authorised by the *Duties Act 2001*. Your personal information will not be disclosed without your consent except in the circumstances outlined in the *Taxation Administration Act 2001* or as otherwise authorised by law.

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Visit our website at www.osr.qld.gov.au for service centre locations and to obtain public rulings, information and approved forms relating to this and other State taxation subjects.