

Transferee Declaration – when a legal practitioner or agent acts on behalf of a transferee

This declaration must be made by transferees who are using a legal practitioner or agent to lodge their documents for assessment by the Commissioner for ACT Revenue.

Transferee details

TRANSFEREE FULL NAME	
AGENT/LEGAL PRATITIONERS NAME	
FIRM NAME	

Property details

SUBURB		SECTION		BLOCK		UNIT	
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Transferee Declaration

I,.....am the transferee for the above mentioned property. I declare that the information provided to my authorised agent/solicitor by me, and (if applicable) included in the application for a concessional rate of duty or exemption from duty on the transaction mentioned above is true and correct.

I understand that:

- I must keep all records necessary to enable my tax liability under a tax law, including under the [Duties Act 1999](#), to be properly assessed, including records in support of this application;
- I must make and/or keep these records in such a way that they correctly record and explain the matters, transactions, acts or operations to which they relate; are not wholly or partly illegible, indecipherable or incapable of being identified; and can be displayed and printed out or otherwise reproduced in legible form;
- I must not alter, deface, mutilate, falsify, damage, remove, conceal or destroy any records (whether wholly or partly);
- I must not do or omit to do any other act or thing to any record with the intention of deceiving or misleading the Commissioner for ACT Revenue or any other tax officer; hindering or obstructing the investigation of a tax offence; hindering or obstructing the Commissioner for ACT Revenue or any other tax officer (otherwise than in the investigation of a tax offence); hindering, obstructing or defeating the administration, execution or enforcement of a tax law; or defeating the purposes of a tax law;
- I must keep these records in such a way that it is able to be readily produced to the Commissioner for ACT Revenue if the Commissioner requires its production;
- I must keep these records in English;
- I must keep these records for a period of five years from the date the record was made or obtained; or from the date of completion of the transaction or act to which the record relates - whichever is the later; and
- Failing to do each of these things is an offence under Part 8 of the [Taxation Administration Act 1999](#).

I understand that giving false or misleading information, including giving information that is false or misleading because something has been omitted, is a serious offence.

I have read and I understand the privacy notice below.

SIGNED:	DATE:
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GIVING FALSE OR MISLEADING INFORMATION IS A SERIOUS OFFENCE (*Criminal Code 2002*)

Privacy Notice: Please follow this link <https://www.revenue.act.gov.au/privacy> to read our privacy policy, which sets out how personal information is collected, used and disclosed by the Commissioner for ACT Revenue and the ACT Revenue Office, how you may access and seek correction of your personal information, and how you may complain about breaches of privacy.