

GUIDELINES TO SIGNING THE NSW STAMP DUTY EXEMPTION - SMALL BUSINESS DECLARATION

What is the NSW small business exemption?

From 1 January 2018, NSW small businesses were exempt from paying stamp duty on certain types of insurance.

What is a small business?

Revenue NSW has stated that: “You are a small business if you are **an individual, partnership, company or trust** that is carrying on a business, and the business has an **aggregated turnover of less than \$2 million**. Aggregated turnover is your annual turnover plus the annual turnovers of any business entities that are your affiliates or are connected with you.”

Which insurance types will the exemption apply to?

This exemption can be applied for NSW small businesses with one the following insurance types:

- Commercial vehicle insurance
- Commercial aviation insurance
- Occupational indemnity insurance
- Product and public liability insurance

Instructions for applying for an exemption

To receive the exemption, please complete this declaration declaring that you / your client are a small business. Email the completed declaration to **MECON Insurance Pty Ltd** at customerservice@mecon.com.au.

Please note:

- a. This declaration covers all policies issued to you during the financial year ended 30 June 2025.
- b. If you are uncertain whether you classify as a small business, please speak to your financial adviser.
- c. The underwriting agency an insurer will place reliance on your declaration in charging the applicable insurance duty.
- d. False declarations may result in penalties up to of \$11,000 by Revenue NSW plus the insurance duty not paid and penal interest on that balance.
- e. Revenue NSW may also be able to clarify your queries relating to the law and your obligations.
- f. If you are a not for profit organisation already entitled to a NSW Stamp Duty Exemption, your premium is already exempt and the NSW Stamp Duty Exemption for Small Business is not relevant.

Where to get further information

Visit the Revenue NSW website <http://www.revenue.nsw.gov.au/taxes/insurance/exemptions>

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This declaration covers policies effected or renewed during the year ended 30 June 2025.

I hereby declare that I am a Capital Gains Tax small business entity (within the meaning of section 152-10 (1AA) of the *Income Tax Assessment Act 1997* of the Commonwealth).

I am a small business individual / partnership/ company and/ or trust, which is carrying on a business, and the business has an aggregated turnover of less than \$2 million*.

Signature:

Name:

Date Signed:

Name of Insured (if different from above)

ABN of Insured:

Contact Details – mobile:

Contact Details – email:

* Aggregated turnover is your Australia wide annual turnover plus the annual turnovers of any business entities that are your affiliates or are connected with you.

* A fraudulent declaration may invalidate your insurance contract.