

User Access Request – Royalty Online Services (ROS)

Please use Adobe Acrobat Reader to fill in this form

Complete this form to request the addition or removal of access to Royalty Online Services (ROS), for the lodgement of mineral royalty returns to Revenue NSW under Part 14 of the *Mining Act 1992* and Part 7 of the *Petroleum (Onshore) Act 1991*.

Note:

- This form must be completed by the holder of a mining lease or petroleum title holder (the **Holder**) or a person who is authorised on behalf of the **Holder**.
- A separate form must be completed for each user who requires access.
- If you lodge returns for multiple operations, you should list all operations.
- You will need to register for Okta and set up a security method when your access is approved.
- If all sections are not completed, the processing of this form may be delayed.
- Providing a false or deliberately misleading statement may lead to a prosecution under Section 307A of the *Crimes Act 1900*.
- Completed forms may be sent to mineralroyalty@revenue.nsw.gov.au or Revenue NSW – Mineral Royalty, GPO Box 4042, Sydney NSW 2001.

Part A – Identification of the Holder

Holder name/s:

Mine/Operation Name/s:

Revenue NSW Client ID:

Part B – Details of the person who requires ROS access

Select Request Type: New User Remove User

Full name: Position title:

Address:

Suburb: State: Postcode:

Contact number: Email:

Part C – Declaration by the Holder

1. The information in this form is true and correct.
2. I am the lease/title holder, or a person authorised on behalf of the lease/title holder(s) to access information on Revenue NSW's online lodgement system (Royalty Online Services) for the above-mentioned operation(s).
3. I authorise Revenue NSW to access information about me with other Commonwealth and State Government agencies as permitted by law.
4. I will advise Revenue NSW immediately if I no longer require access to Royalty Online Services.

Signature:

Name:

Position title:

Date:

Privacy collection notice

Revenue NSW is collecting your information to administer the *Taxation Administration Act 1996*.

Revenue NSW gives priority to protecting the privacy of information we receive. We do this by handling information in a responsible manner and in accordance with the *Privacy and Personal Information Protection Act 1998*, *Health Records and Information Privacy Act 2002* and *Taxation Administration Act 1996*.

Revenue NSW may disclose your information for law enforcement, for legal proceedings arising out of a taxation law, to permitted statutory or regulatory bodies, for reciprocal taxation law administration with another Australian jurisdiction, or any other reason contained within Part 9 Division 3 of the *Taxation Administration Act 1996*, or as permitted by law.

If you submit information to Revenue NSW that includes data that was not requested, you should redact this information where possible.

For more information regarding the collection of information about an individual, please refer to the Revenue NSW Privacy Policy located at www.revenue.nsw.gov.au/privacy

Mineral Royalty Enquiries

T: 1300 139 817

E: mineralroyalty@revenue.nsw.gov.au

W: www.revenue.nsw.gov.au