



Automotive Transformation Scheme ATS Quarterly Return form

ATS Quarterly Return deadlines

This form is for Automotive Transformation Scheme (ATS) participants who wish to submit a Quarterly Return. The form must be submitted within 45 days of the end of the quarter to which the return relates for activities carried out during that quarter.

Please read [ATS *Customer Guideline 6: Quarterly Returns*](#) before filling out this form. This document is available at [business.gov.au](http://www.business.gov.au) or <http://www.business.gov.au/grants-and-assistance/manufacturing/ats/Pages/Customer-Guidelines.aspx>.

Completing and submitting the quarterly return form

All registered ATS participants must complete this form and provide:

- sales, production and investment figures for the quarter;
- an investment summary (to be provided as an attachment); and
- details of any sale of plant and equipment or research and development that has been claimed previously.

When completing and submitting this form, please follow the instructions provided in *ATS Customer Guideline 6: Quarterly Returns* and refer to the *Automotive Transformation Scheme Act 2009*, the *Automotive Transformation Scheme Regulations 2010* and the *Automotive Transformation Scheme Order 2010*.

All values and figures should be recorded in full, as whole numbers. Do not use decimal points.

Group ATS participants should note that only aggregate group information should be provided. Documents relating to sales, production and investment levels for each member of the group, should however, be retained for substantiation purposes.

A [Third Quarter Business Plan Update Form](#) should also be lodged with the Third Quarter Quarterly Return. This form is available at [business.gov.au](http://www.business.gov.au) or <http://www.business.gov.au/grants-and-assistance/manufacturing/ats/Pages/Third-Quarter-Business-Plan-Update-Form.aspx>.

The *ATS Quarterly Return* form and the investment summary can be sent by email to ats@industry.gov.au or by post to:

Automotive Section
AusIndustry
GPO Box 2013
CANBERRA ACT 2601

A hard copy may also be left during business hours at any AusIndustry office. Please visit the [Our Network](#) page on business.gov.au for address details of a state or regional office near you.

Privacy and confidentiality

The confidentiality of information provided to AusIndustry, a division of the Department of Industry, Innovation and Science (the Department), by ATS participants is protected by the relevant provisions and penalties of the *Automotive Transformation Scheme Act 2009*, the *Automotive Transformation Scheme Regulations 2010*, the *Public Service Act 1999*, the *Public Service Regulations 1999*, the *Privacy Act 1988*, the *Crimes Act 1914*, the *Criminal Code* and general law.

Subregulation 6.5(1) of the *Automotive Transformation Scheme Regulations 2010* allows the Minister to publish the following information about an ATS participant or a person who was an ATS participant:

- (a) that the person is, or was, an ATS participant and the period of the person's participation in the ATS;
- (b) the amount of assistance paid to the person in an ATS year.

Subregulation 6.5(2) of the *Automotive Transformation Scheme Regulations 2010* requires the Minister to publish a notice that the Minister has given a person named in the notice permission to:

- (a) apply for registration as an ATS participant; or
- (b) continue registration as an ATS participant;
- (c) on the basis that the registration would be in the national interest.

Detailed confidential information contained in quarterly returns may be disclosed for audit purposes to contractors engaged by the Department and to other Commonwealth agencies for audit, reporting and law enforcement purposes. Further, the Department may release confidential information if it obtains the applicant's consent or is required or permitted by law to do so. This could happen, for example, if the Department is required to respond to a resolution of the Parliament, or the order of a court.

Getting help

Please visit business.gov.au or call **13 28 46** if you need assistance or experience difficulties with completing and submitting this form.

Automotive Transformation Scheme

Quarterly Return form

Part A - Participant details

A1 Participant details (or in the case of groups, the principal entity's details)

Full name of the ATS participant (eg. Company ABC Pty Ltd within its own capacity and as trustee for XYZ Trust)

Trading name

Australian Company Number (ACN)

Australian Business Number (ABN)

ATS Registration Number

-

A2 Year and quarter of Quarterly Return

Quarter in which the investment or production achieved was incurred.

Year for this Quarterly Return (yyyy)

A3 ATS Group information only

This section applies to entities that are registered under the ATS as a group of related bodies corporate.

Has there been a change to the membership of the ATS registered group that has not previously been reported?

If yes, please provide details of the entity or entities that have been sold or purchased to change the ATS registered group.

A4 ATS participant in an eligible start-up period

This section applies to ATS participants who are in an eligible start-up period only.

A4.1

What is the amount of eligible start-up investment incurred this quarter? A\$

A4.2

Did production of goods or services commence during this quarter?

A4.3

If 'yes' what date did production commence? (dd/mm/yyyy)

Note: Eligible start-up investment means the total expenditure incurred by the participant on the acquisition of land, buildings, structure, plant, equipment, materials or other assets for carrying on business as an MVP, ACP, AMTP or ASP for the first time.

A5 Change of contact details

Has there been any change to the details of your authorised ATS contact person since your last Quarterly Return?

If yes, please complete an [ATS Change of Details](#) form which is available from business.gov.au or, <http://www.business.gov.au/grants-and-assistance/manufacturing/ats/Pages/Request-to-Change-Details-Form.aspx>, and forward the form to AusIndustry by email to ats@industry.gov.au or by post to the address on the front of this form.

Part B - MVP sales, production and investment

To be completed by MVPs only. All amounts reported should be for the specified quarter only.

B1 Sales and production values for the quarter

Total volume of motor vehicles or engines, or engine components that the MVP produced in Australia	
Total sales value of the MVP's ATS goods and services	A\$
Total claimable value of allowable production of motor vehicles, engines, or engine components that the MVP sold in Australian and New Zealand markets	A\$
Total claimable value of allowable production of motor vehicles, engines, or engine components that the MVP sold other than those sold in Australian and New Zealand markets	A\$
Total other Commonwealth Assistance the MVP received in relation to allowable production of motor vehicles or engines, or engine components sold	A\$

B2 Plant and equipment

B2.1 Investment claims

Total claimable value of the MVP's investment in allowable plant and equipment, (excluding operating leases)	A\$
Total claimable value of the MVP's investment in allowable plant and equipment through operating leases	A\$
Total other Commonwealth Assistance the MVP received in relation to investment in allowable plant and equipment	A\$
Has the MVP sold any allowable plant and equipment used to produce motor vehicles, engines or engine components that was claimed in a previous relevant quarter?	If yes, please fill in B2.2

B2.2 Sale of plant and equipment previously claimed

Please indicate the dollar value and period in which the original investment was claimed below. A description of the plant and equipment sold must be provided in an email attachment or by post to the address provided on the front of this form.

Quarter and Year in which original investment was claimed	Original claimed investment amount (A\$)	Other Commonwealth Assistance received against original claimed investment amount (A\$) (if applicable)

B3 Research and development investment claims

B3.1 Investment claims

Total claimable value of the MVP's investment in allowable research and development, (excluding contracted and offshore research and development)

A\$

Total claimable value of the MVP's investment in contracted research and development (excluding offshore R&D)

A\$

Total claimable value of the MVP's investment in offshore research and development

A\$

Total other Commonwealth Assistance received by the MVP in relation to investment in allowable research and development

A\$

Has the MVP sold any allowable research and development that was claimed in a previous relevant quarter?

If yes, please fill in B3.2

B3.2 Sale of research and development previously claimed

Please indicate the dollar value and period in which the original investment was claimed below. A description of the plant and equipment sold must be provided in an email attachment or by post to the address provided on the front of this form.

Quarter and Year in which original investment was claimed	Type of research and development claimed*	Original claimed investment amount (A\$)	Other Commonwealth Assistance received against original claimed investment amount (A\$) (if applicable)

* Type of research and development claimed refers to: total allowable R&D (excluding contracted and offshore R&D); contracted R&D and offshore R&D.

B4 Adjustments

Regulation 3.7 of the of the *Automotive Transformation Scheme Regulations 2010* allows an ATS participant to include, in the Quarterly Return, sales, allowable production achieved, or investment undertaken, or eligible start-up investment (if applicable) in a previous quarter in the current ATS year that has not been claimed in a previous quarter. That is:

In Q2 of this ATS year	an MVP may report sales, allowable production and investment, or eligible start-up investment (if applicable) that was achieved or undertaken in Q1 of this ATS year and was not claimed in Q1 of this ATS year
In Q3 of this ATS year	an MVP may report sales, allowable production and investment, or eligible start-up investment (if applicable) that was achieved or undertaken in Q1 or Q2 of this ATS year and was not claimed in Q1 or Q2 of this ATS year
In Q4 of this ATS year	an MVP may report sales, allowable production and investment, or eligible start-up investment (if applicable) that was achieved or undertaken in Q1 or Q2 or Q3 of this ATS year and was not claimed in Q1 or Q2 or Q3 of this ATS year

Have adjustments for missed MVP sales, production, investment or eligible start-up investment (if applicable) in a previous quarter in this year been included in this quarter?

B4.1 Adjustment details

Quarter and Year	Type of activity (sales, production, P&E investment, R&D investment or eligible start-up investment)	A\$ Value	A\$ Value Other Commonwealth Assistance received (if applicable)	Is the amount of sales, production, investment or eligible start-up investment included in this quarterly return?

B5 Non arms length transactions

Has the ATS participant undertaken any non-arms length transactions in relation to the eligible production and investment claimed this quarter?

If yes, please provide the details below of these non-arms length transactions.

Note: Refer to ATS Customer Guideline 6: Quarterly Returns for more details.

Part C - ACP, AMTP or ASP sales and investment

All amounts reported should be for the specified quarter only. Please complete only one of the following sets of questions as appropriate.

If the ATS participant is registered as an ACP who produces in Australia at least one kind of nominated automotive component for use as *original equipment* in at least 30,000 motor vehicles, or at least 30,000 engines, and the production value of the component was at least \$500,000

[Go to C1](#)

If the ATS participant is registered as an ACP that produces in Australia automotive components as *original equipment* with a production value of at least \$500,000 and comprising at least 50% of the production value of all automotive components produced by the ACP

OR

If the ATS participant is registered as an AMTP that produces in Australia automotive machine tools and automotive tooling with a production value of at least \$500,000 and at least 50% of that value was for automotive machine tools and automotive tooling used to produce original equipment

OR

If the ATS participant is registered as an ASP that provides automotive services in Australia with a production value of at least \$500,000 and at least 50% of that value was for automotive services related to the production of motor vehicles or original equipment

[Go to C2](#)

Note: If claiming as an ATS participant registered in the National Interest under regulation 2.8 of the Automotive Transformation Scheme Regulations 2010, enter relevant data into whichever of the question sets is most applicable.

C1 Total sales and production values for the quarter

Total production value and volume of the nominated component

Value A\$
Volume
A\$

Total sales value of the participant's ATS goods and services

C2 Total sales and production values for the quarter

For ACPs: total production value of all automotive components produced in Australia

OR

For AMTPs: total production value of all automotive machine tools and automotive tooling produced in Australia

OR

For ASPs: total production value of all automotive services provided in Australia

A\$

For ACPs: total production value of the automotive component(s) produced in Australia as original equipment

OR

For AMTPs: tooling produced in Australia used to produce original equipment

OR

For ASPs: service(s) provided in Australia related to the production of motor vehicles or original equipment

Total sales value of the ATS participant's ATS goods and services

A\$
A\$

C3 Plant and equipment investment claims

C3.1 Investment claims

Total claimable value of the ATS participant's investment in allowable plant and equipment, excluding operating leases

A\$

Total claimable value of the ATS participant's investment in allowable plant and equipment, through operating leases

A\$

Total other Commonwealth Assistance the ATS participant received in relation to investment in allowable plant and equipment

A\$

Has the ATS participant sold any allowable plant and equipment that was claimed in a previous relevant quarter?

If yes, please fill in C3.2

C3.2 Sale of plant and equipment previously claimed

Please indicate the dollar value and period in which the original investment was claimed below. A description of the plant and equipment sold must be provided in an email attachment or by post to the address provided on the front of this form.

Quarter and Year in which original investment was claimed	Original claimed investment amount (A\$)	Other Commonwealth Assistance received against original claimed investment amount (A\$) (if applicable)

C4 Research and development investment claims

C4.1 Investment claims

Total claimable value of the ATS participant's investment in allowable R&D, excluding contracted and offshore R&D

A\$

Total claimable value of the ATS participant's investment in allowable Australian-based contracted R&D

A\$

Total claimable value of the ATS participant's investment in allowable offshore R&D

A\$

Total other Commonwealth Assistance received by the ATS participant in relation to investment in allowable R&D

A\$

Has the ATS participant sold any allowable research and development that was claimed in a previous relevant quarter?

If yes, please fill in C4.2

C4.2 Sale of research and development previously claimed

Please indicate the dollar value and period in which the original investment was claimed below. A description of the plant and equipment sold must be provided in an email attachment or by post to the address provided on the front of this form.

Quarter and Year in which original investment was claimed	Type of research and development claimed*	Original claimed investment amount (A\$)	Other Commonwealth Assistance received against original claimed investment amount (A\$) (if applicable)

* Type of research and development claimed refers to: total allowable R&D (excl contracted and offshore R&D); contracted R&D and offshore R&D.

C5 Adjustments

Regulation 3.7 of the of the *Automotive Transformation Scheme Regulations 2010* allows an ATS participant to include, in the Quarterly Return, sales or allowable investment undertaken in a previous quarter, or eligible start-up investment (if applicable) in the current ATS year that has not been claimed in a previous quarter. That is:

In Q2 of this ATS year	an ATS participant may report sales or allowable investment, or eligible start-up investment (if applicable) that was undertaken in Q1 of this ATS year and was not claimed in Q1 of this ATS year
In Q3 of this ATS year	an ATS participant may report sales or allowable investment, or eligible start-up investment (if applicable) that was undertaken in Q1 or Q2 of this ATS year and was not claimed in Q1 or Q2 of this ATS year
In Q4 of this ATS year	an ATS participant may report sales or allowable investment, or eligible start-up investment (if applicable) that was undertaken in Q1 or Q2 or Q3 of this ATS year and was not claimed in Q1 or Q2 or Q3 of this ATS year

Have adjustments for missed sales or investment, or eligible start-up investment (if applicable) in a previous quarter in this year been included in this quarter?

C5.1 Adjustment details

Quarter and Year	Type of activity (sales, P&E investment, R&D investment or eligible start-up investment)	A\$ Value	A\$ Value Other Commonwealth Assistance received (if applicable)	Is the amount of sales, production, investment or eligible start-up investment included in this quarterly return?

C6 Non arms length transactions

Has the ATS participant undertaken any non-arms length transactions in relation to the eligible production and investment claimed this quarter?

If yes, please provide the details below of these non-arms length transactions.

Note: Refer to [ATS Customer Guideline 6: Quarterly Returns](#) for more details.

Part D – Investment summary

ATS participants are required to provide a summary of all plant and equipment and research and development investment incurred in the quarter. The investment summary must correlate with claims made in this form against each of the types of investment.

Has the investment summary been forwarded to AusIndustry?

If yes, please indicate whether it was submitted by post or email and the date in which it was delivered.

Email/Post/Hand delivered

Date

(dd/mm/yyyy)

The investment summary can be sent by email to ats@industry.gov.au or by post to

Automotive Section
AusIndustry
GPO Box 2013
CANBERRA ACT 2601

A hard copy may also be left during business hours at any AusIndustry office. Please visit the [Our Network](#) page on business.gov.au for address details of a state or regional office near you.

Part E – Declaration and signature

E1 Declaration by authorised person

I declare that I am authorised by the ATS participant to complete this form on behalf of the ATS participant and to sign and submit this declaration on behalf of the participant.

I declare that I have read the *Automotive Transformation Scheme Act 2009*, the *Automotive Transformation Scheme Regulations 2010*, the *Automotive Transformation Scheme Order 2010* and the relevant ATS Customer Guidelines and understand my obligations under each of them.

I will maintain, or create and maintain, documents that evidence all particulars contained in Quarterly Returns.

I understand that I may be requested to provide further clarification or documentation to verify the information supplied in this form.

I declare that the information contained in this Quarterly Return together with any statement provided is, to the best of my knowledge, true, accurate and complete in all material particulars. I also understand that the provision of false or misleading information or the making of a false or misleading statement to the Australian Government in an application is a serious offence.

Note: Please mark each box to complete the declaration. This form will not be accepted by AusIndustry for assessment unless all of the boxes above are marked.

E2 Authorised signatory details

The person signing this form **must** be the current authorised primary ATS contact of the company.

Title	
If 'Other', please specify	
Given name	
Other name(s)	
Family name	
Job title	
	If 'Other', please specify:
Phone number (include area code)	
Email address	

E3 Authorised signature

Signature

Date

Print name of signatory

Position of signatory
