

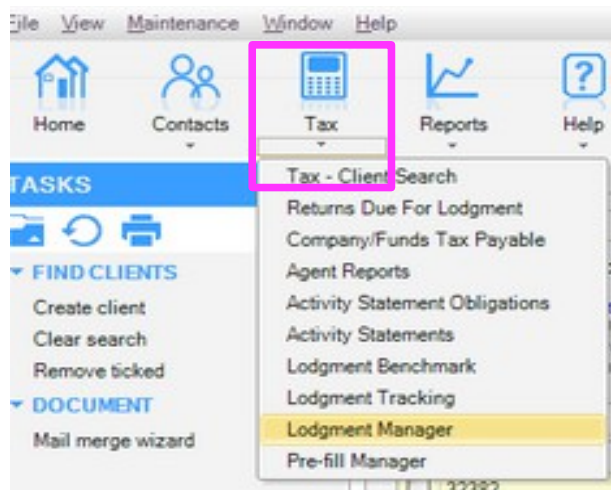
ezytax
BLUE

rejected
returns

REJECTED LODGMENTS

It is imperative Rejected Lodgments are reviewed and dealt with asap.

- 1) In MYOB, on the top task bar > click **Tax** > click on the down arrow > click **Lodgment Manager** to bring up a list of all returns lodged.



- 2) RHS click **Status** button to sort returns by status. Once sorted you should be able to see all rejected returns.

Lodge Tax Forms						
<input type="checkbox"/>	Return Name	Client Code	TFN	Tax Year	Form Type	Status
<input type="checkbox"/>	Ewan Daniel Darnqa..	19612	813 439 047	2020	Individual	Rejected
<input type="checkbox"/>	Supreeda TAYLOR	27045	432 482 338	2020	Individual	Transmitting
<input type="checkbox"/>	David Paul Wallace	35132	153 991 393	2020	Individual	Rejected
<input type="checkbox"/>	Christina Jessica Faa..	45010	428 345 539	2020	Individual	Rejected
<input type="checkbox"/>	Mark Hermann AICH..	6546	490 200 708	2020	Individual	Rejected
<input type="checkbox"/>	Wendy Maureen WA..	10372	343 924 158	2019	Individual	Transmitted
<input type="checkbox"/>	Carmen Lisa MELLOR	10567	145 165 436	2019	Individual	Transmitted
<input type="checkbox"/>	Wendy Kay Laupu	26426	186 738 046	2019	Individual	Rejected
<input type="checkbox"/>	Archie Perkins	32408	988 893 586	2019	Individual	Rejected
<input type="checkbox"/>	Lynnette Kerriqan	13599	882 352 774	2018	Individual	Transmitting
<input type="checkbox"/>	Lisa Helen WEREMC..	18055	875 927 465	2018	Individual	Transmitting
<input type="checkbox"/>	Stephen HAIGH	18207	134 524 736	2018	Individual	Rejected
<input type="checkbox"/>	Sarah Astill	18910	169 130 643	2018	Individual	Transmitting
<input type="checkbox"/>	Ben PORTER	30085	411 353 457	2018	Individual	Rejected
<input type="checkbox"/>	Matthew Frederick H..	29914	819 067 150	2014	Individual	Rejected

<input type="checkbox"/>	Ewan Daniel Darnoaay WILLIA	19612	813 439 047	2020	Individual	Rejected
<input type="checkbox"/>	Bhim Bahadur BHATTARAI	29519	163 933 501	2020	Individual	Rejected
<input type="checkbox"/>	Warren SHEAD	32140	183 498 318	2020	Individual	Rejected
<input type="checkbox"/>	Jessica Powell	32359	387 427 748	2020	Individual	Rejected
<input type="checkbox"/>	David Paul Wallace	35132	153 991 393	2020	Individual	Rejected
<input type="checkbox"/>	Christina Jessica Faaoso	45010	428 345 539	2020	Individual	Rejected
<input type="checkbox"/>	Eric Mucenaa	49918	501 095 624	2020	Individual	Rejected
<input type="checkbox"/>	Mark Hermann AICHHOLZER	6546	490 200 708	2020	Individual	Rejected
<input type="checkbox"/>	Wendy Kay Laupu	26426	186 738 046	2019	Individual	Rejected
<input type="checkbox"/>	Stephen HAIGH	18207	134 524 736	2018	Individual	Rejected
<input type="checkbox"/>	Ben PORTER	30085	411 353 457	2018	Individual	Rejected
<input type="checkbox"/>	Sarah Astill	18910	169 130 643	2018	Individual	Transmitting

3) List all rejected returns in the #lodgements channel on Slack.

4) Check the white box ✓ > LHS Taskbar > Tax Return > click **Print Validation Report**.

TASKS

Agent Reports
Lodgment Manager
Find Clients

✕

Include lodged
 From: To: Apply

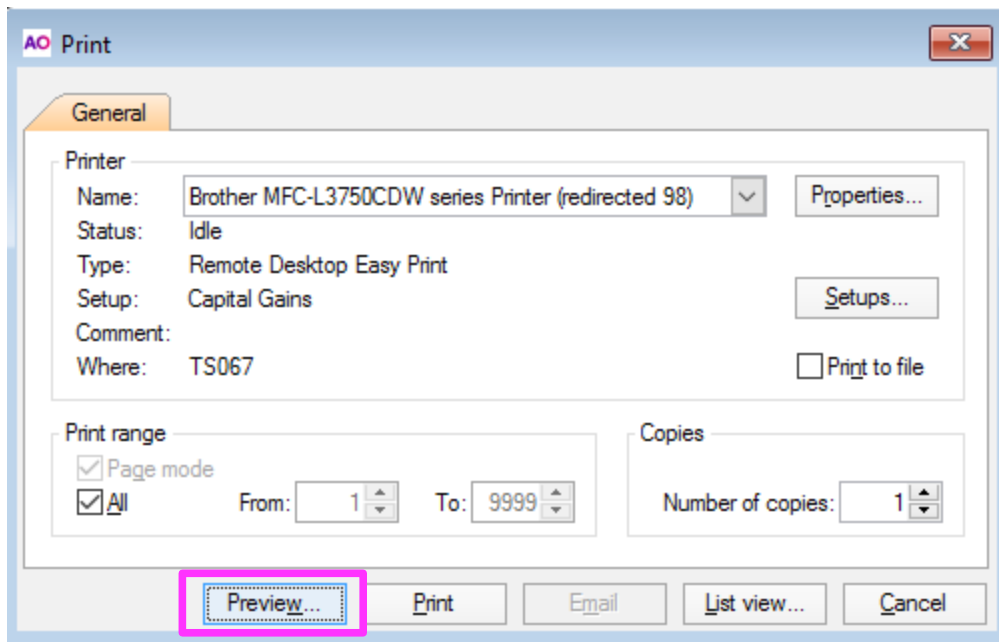
Drag a column header here to group by that column.

Lodge Tax Forms						
	Return Name	Client Code	TFN	Tax Year	Form Type	Status
<input type="checkbox"/>	Ewan Daniel Darnoaay	19612	813 439 047	2020	Individual	Rejected
<input checked="" type="checkbox"/>	David Paul Wallace	35132	153 991 393	2020	Individual	Rejected
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<input type="checkbox"/>	Ben PORTER	30085	411 353 457	2018	Individual	Rejected
<input type="checkbox"/>	Matthew Frederick Hart	29914	819 067 150	2014	Individual	Rejected
<input type="checkbox"/>	Wendy Maureen WAL.	10372	343 924 158	2019	Individual	Transmitted
<input type="checkbox"/>	Carmen Lisa MELLOR	10567	145 165 436	2019	Individual	Transmitted
<input type="checkbox"/>	Supreeda TAYLOR	27045	432 482 338	2020	Individual	Transmitting
<input type="checkbox"/>	Lynnette Kerrigan	13599	882 352 774	2018	Individual	Transmitting
<input type="checkbox"/>	Lisa Helen WEREMC.	18055	875 927 465	2018	Individual	Transmitting
<input type="checkbox"/>	Sarah Astill	18910	169 130 643	2018	Individual	Transmitting

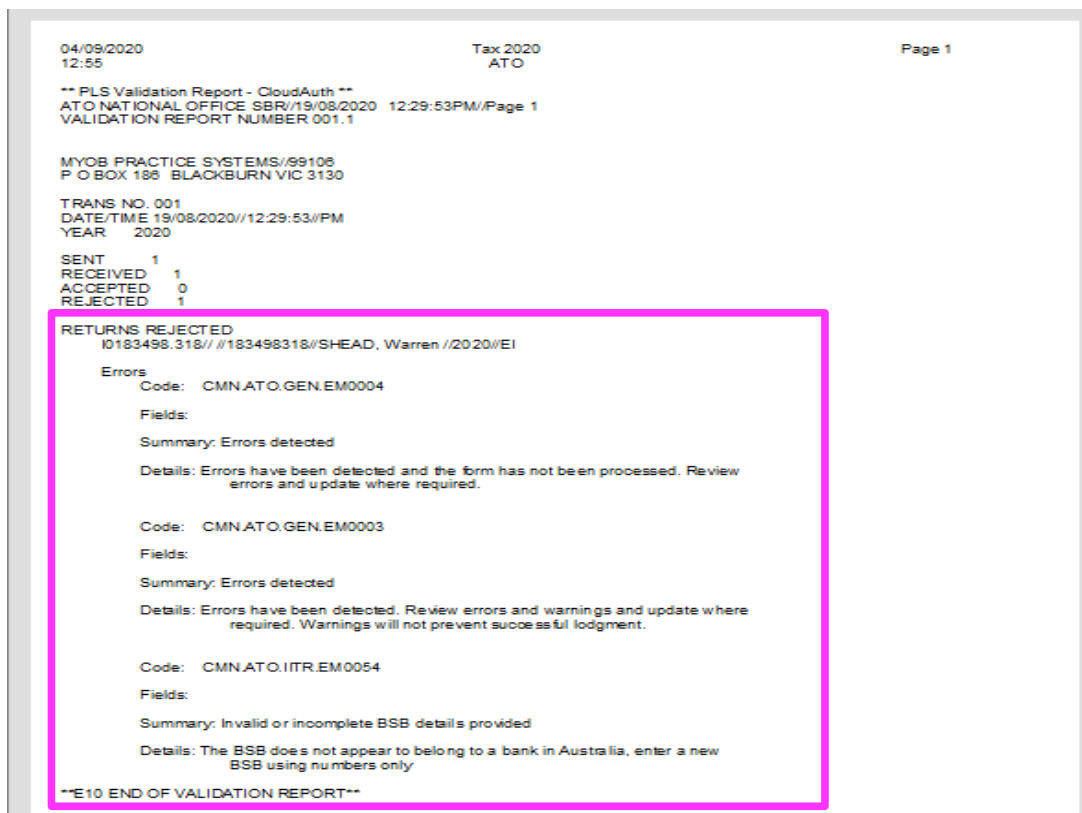
HOME PAGE

- Save homepage
- Reset homepage
- TAX RETURN
- Print Validation Report
- LODGMNT
- Ready to Lodge
- Lodge
- Lodgment Batch Viewer
- PRACTICE
- PLS Agent Settings
- HOW DO I
- Check online services status
- How to lodge using PLS
- How to set up agents for PLS
- How to print lodgment reports
- How to fix rejected lodgments
- How to fix transmission issues
- How to fix AUTH.008 error

5) DO NOT PRINT, just preview the report.



6) The Validation Report will appear. Under the section that say **RETURNS REJECTED** is the errors list.



7) Go through the errors listed and fix them.

Summary: Errors detected

Details: Errors have been detected. Review errors and warnings and update where required. Warnings will not prevent successful lodgment.





Code: CMN.ATO.IITR.EM0054

Fields:

Summary: Invalid or incomplete BSB details provided

Details: The BSB does not appear to belong to a bank in Australia, enter a new BSB using numbers only

8) Go to the return and click **Validate** button > click **Complete**.

Ref.	Description	Goto Items	Goto
	Form 1		
	Electronic Lodgment Declaration must be printed and signed by taxpayer prior to lodgment		Print...
	Reportable fringe benefits is less than or equal to \$3,772. Please contact your employer at  IT1		Details...
	No validation errors found		Close
			Complete

9) In the #lodgements channel state name of tax return and whether the error has been rectified/set to complete or not.

Common Reasons for Rejection:

- Incorrect Bank Details
- A tax return for this period has been lodged
- Foreign Income Tax Offset incorrect
- Deduction schedule present with no deductions