

# Finance and Accounting

Payroll Office

## Tax Data Information Sheet Payroll office for Teaching Staff

<b>Personal data</b>	
Academic title	
First name	
Last name	
Main residences	
Secondary residences	
Citizenship	
Social insurance no.	
<b>Tax data</b>	
Tax authority with jurisdiction	
Address / Telephone no. of tax authority	
<b>Employment data</b>	
Course title (abbreviated if necessary)	
Place of employment	
The event is scheduled for the summer semester	
/ winter semester	
<b>Income</b>	
Income in euro	Type of income (i.e. lecturer fees, etc.)

<b>Bank data</b>	<input type="checkbox"/> EU <input type="checkbox"/> non EU		
<b>Bank (name)</b>			
<b>Address of bank</b>			
<b>Routing Information</b>		<b>Account no.</b>	
<b>IBAN</b>		<b>BIC/SWIFT</b>	
<b>Statement</b>			
<p>1. I hereby declare that I am a <b>non-resident</b> of Austria.</p> <p>2. My earnings in Austria in the year <span style="background-color: #cccccc; display: inline-block; width: 80px; height: 15px;"></span> exceed € 2.000,--</p> <p> <input type="checkbox"/> no (not subject to taxation in Austria)                      <input type="checkbox"/> yes </p>			
<b>Guest lecturer article</b>			
<p><b>Where a guest lecturer article applies:</b></p> <p>I confirm that I have been informed that if my annual income is in excess of € 2,000.00, and if a guest lecturer article (double taxation avoidance treaty) applies, I am exempt from taxation in Austria for a stay of up to 730 days (2 years). Should my stay exceed 2 years, my income will be taxed retroactively (from the first day of my work-related stay in Austria).</p> <ul style="list-style-type: none"> <li>• I am not obligated to pass my income on to other persons.</li> <li>• My income will not be invested in a domestic place of business maintained by myself.</li> </ul> <p><b>Where no guest lecturer article applies:</b></p> <p>If my annual income (such as for repeated employment in Austria) exceeds the amount of € 2,000.00, and if the applicable double taxation avoidance treaty does not contain a guest lecturer article and my stay in Austria <b>does not exceed</b> 183 days, a flat-rate tax of 20% will be levied retroactively on my total income.</p> <p>Should the applicable double taxation treaty <b>not</b> contain a guest lecturer article, and my stay exceeds 183 days per year, then my income will be subject to unlimited taxation (i.e., the 20% flat-rate tax changes to a progressive tax rate) from the first day of my work-related stay in Austria.</p> <p>Please consult the overview provided to see if the applicable double taxation avoidance treaty contains a guest lecturer article.</p>			
<b>Vienna, on</b>	<span style="background-color: #cccccc; display: inline-block; width: 100%; height: 15px;"></span>	<b>Signature</b>	