Finance and Accounting

Payroll Office



Tax Data Information Sheet Payroll office for Teaching Staff



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





Bank data		EU	non EU				
Bank (name)							
Address of bank							
Routing Information			Account no.				
IBAN					BIC/SWIFT		
Statement							
1. I hereby declare that I am a non-resident of Austria.							
2. My earnings in Austria in the year				exceed € 2.000,			
no (not subject to taxation in Austria)				yes			
Guest lecturer artic	:le						
Where a guest lecturer article applies:							
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). • I am not obligated to pass my income on to other persons. • My income will not be invested in a domestic place of business maintained by myself.							
Where no guest lecturer article applies:							
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 does not exceed 183 days, a flat-rate tax of 20% will be levied retroactively on my total income.							
Should the applicable double taxation treaty not 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.							
Please consult the overview provided to see if the applicable double taxation avoidance treaty contains a guest lecturer article.							
				Signature			
Vienna, on							

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