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# MOMENTUM

Software Solutions

## End of Financial Year Payroll Process

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MYOB Acumatica — Payroll  
Financial Year 2025–2026



Diamond  
Partner

## End of Financial Year Payroll Process

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### Reports

<https://enterprisesupport.myob.com/knowledge/eofy-videos-au>

The video covers three key reports to review before end-of-year payroll finalisation:

- 1. Pay GL Batch Details Report:** Enter the current year dates and run it to check total amounts posted against each GL account. Accuracy here is critical to avoid overstating or understating payroll expenses or liabilities. Individual pays are listed to help identify any discrepancies. Reports can be printed, emailed, exported to Excel, or saved as PDF.
- 2. Superannuation Report:** Enter the current year dates and the report auto-populates. Use it to verify super amounts withheld from employee pays, including any salary-sacrificed amounts. You can filter by specific employees or pay runs, and export to Excel for deeper analysis. Getting super amounts correct is essential to avoid ATO penalties.
- 3. Payroll Tax Liability Report:** Set your parameters and run the report to meet payroll tax reporting obligations for each state applicable to your business.

Once all three reports have been reviewed for accuracy, you can confidently proceed with finalising payroll for the year.

### Reconciling Pay Deductions and Salary Sacrifice

<https://enterprisesupport.myob.com/knowledge/eofy-videos-au>

**Purpose:** Reconcile amounts withheld for payroll deductions (e.g. Union Fees) and Superannuation salary sacrifice against their GL accounts before finalising payroll.

#### Step 1 – Find the GL Purpose Code

- Go to the Pay Items form and select the relevant deduction or salary sacrifice pay item
- Under the Additional Info tab, note down the General Ledger Purpose Code
- Repeat for each pay item you want to reconcile

#### Step 2 – Find the Payroll Posting Class

- Go to the Employees form, select the relevant employee
- Navigate to Pay Details → Employee Defaults tab
- Note down the Payroll Posting Class for each applicable employee

#### Step 3 – Identify the GL Account

- Go to the Posting Classes form
- Select the Payroll Posting Class you noted, then locate the GL Purpose Code in the GL Purpose Code column — this reveals the GL account used to track that deduction

#### Step 4 – Reconcile Using Two Reports

- Run the Pay GL Batch report filtered to the current financial year and locate the GL account total for the deduction
- Run the Trial Balance report (found under Finance) for the last period of the financial year, using the same GL account
- Expand the date range to match and confirm the Turnover amount matches the Pay GL Batch total

- If multiple pay items share a GL account, export to Excel for further filtering

Once the amounts match across both reports for all deductions and salary sacrifice items, you can confidently finalise payroll for the year.

## Reportable Fringe Benefits

<https://enterprisesupport.myob.com/knowledge/eofy-videos-au>

**Purpose:** Report Reportable Fringe Benefit (RFB) amounts to the ATO via an STP pay event.

### Step 1 – Set Up Pay Item Types

- You need two Pay Item Types:
- One for amounts liable for payroll tax (a default “Fringe Benefit Reporting” type already exists)
- One for amounts exempt under Section 57A of the FBT Act (not liable for payroll tax), create this manually, leaving the Payroll Tax Liable box unticked
- If these are already set up, skip ahead

### Step 2 – Set Up Pay Items

- You may need up to four RFB pay items covering any combination of:
- Grossed-up, not exempt from payroll tax
- Grossed-up, exempt from payroll tax
- Non-grossed-up, not exempt from payroll tax
- Non-grossed-up, exempt from payroll tax
- Assign the correct Pay Item Type to each, matching the settings in the Additional Info tab

### Step 3 – Set Up a Pay Group

- Create a dedicated Pay Group for FBT in the Pay Groups form with:
- A Group ID and Description
- Pay Frequency set to Annually
- Last Pay Period Start/End date within the FBT year (end date no later than 31 March)
- Physical Pay Date must be in June of the FBT year (or the ATO will reject it)
- Add this Pay Group to each applicable employee’s Pay Details and save

### Step 4 – Create the Pay Run

- Create a new pay run and select the Reportable Fringe Benefits Pay Group
- For each listed employee, add the applicable RFB pay items and enter the reportable amounts, then save

### Step 5 – Submit to the ATO

- Return to the Pay Run ID and click Process, then confirm with OK
- Complete the Pay Run and confirm again
- Submit the ATO Declaration

Once done, your FBT amounts are reported, and you’re well placed for year-end payroll finalisation.

## STP Finalisation

<https://enterprisesupport.myob.com/knowledge/eofy-videos-au>

**Purpose:** Finalise payroll for the current financial year via the STP Finalise form.

**Key timing:** Finalisation can be done at any time once all payroll data has been submitted, but no later than 14 July.

Throughout the year, each STP submission validated and checked data for errors before sending year-to-date figures to the ATO. Keeping on top of these submissions via the Manage STP Submissions form makes the EOFY process straightforward.

**Steps to Finalise:**

- Go to the STP Finalise form — this is where you send the finalisation declaration for all active, inactive, and terminated employees
- Select the financial year you're finalising
- Optionally filter by branch, company, pay group, or specific employees for separate declarations — or leave blank to declare for all employees at once
- Tick the box to include terminated employees
- Don't be concerned if some employees already show a tick in the Finalisation column. This likely means their data was finalised at termination; resubmitting is harmless
- Tick employees individually or select all, then click Submit Finalisation Event

Outcome: Payroll is finalised for the year. Employees will soon see a 'tax ready' status in their myGov account, enabling them to lodge their tax returns.

**Note:** If your business also has Fringe Benefits to report, refer to the separate Reportable Fringe Benefits section before finalising.

## Payroll Compliance Changes 2026–2027 (AU)

This page explains the compliance changes related to MYOB Acumatica Payroll for the 2026–27 financial year. To keep you compliant, when you open a pay with a physical pay date of 1 July 2026 or later, MYOB Acumatica Payroll automatically applies these new tax rates and thresholds.

Once you're familiar with the changes, you can start preparing for the end of the 2026 financial year. See our knowledge base articles:

- [Detailed written steps for EOFY payroll procedures.](#)
- [Video summaries of EOFY payroll procedures.](#)

### PAYG

For Australian residents, tax rates have changed. On income between \$18,201 and \$45,000, the rate has reduced from 16% to 15%.

The following table explains how much tax is paid on different incomes (excludes Medicare levy and offsets).

Taxable income	Tax on this income
0 to \$18,200	Nil
\$18,201 to \$45,000	15 cents for each \$1 over \$18,200
\$45,001 to \$135,000	\$4,020 plus 30 cents for each \$1 over \$45,000
\$135,001 to \$190,000	\$31,020 plus 37% for each \$1 over \$135,000
Over \$190,001	\$51,370 plus 45% for each \$1 over \$190,001

For non-residents (Medicare levy does not apply):

Taxable income	Tax on this income
\$0 to \$135,000	30 cents for each \$1
\$135,001 to \$190,000	\$40,500 plus 37 cents for each \$1
\$190,001 and over	\$60,850 plus 45 cents for each \$1

### Student Loans

The student loan repayment threshold has increased from \$67,000 to \$69,528. There are no changes to the minimum student loan rates. For full details of the new thresholds, see the Australian government's StudyAssist website.

Employee's salary	Repayment amount
\$0 – \$69,528	Nil

Employee's salary	Repayment amount
\$69,529 – \$129,717	15 cents for each dollar over \$69,528
\$129,718 – \$189,956	17 cents for each dollar over \$129,717
\$189,956 and over	10% of your total repayment income

### Employee Termination Payments (ETP)

Employment Termination Payment (ETP) threshold amounts have changed for the 2026–27 financial year.

	2025–26 value	2026–27 value
ETP cap	\$260,000	\$270,000
Base limit	\$13,100	\$13,598
Per year of completed service	\$6,552	\$6,801

### Superannuation

The compulsory superannuation guarantee (SG) rate remains at 12%. From 1 July, SG is calculated as 12% of qualifying earnings (QE) as part of Payday Super changes.

The maximum super contribution base has changed from quarterly to annual. The annual threshold for the 2026–27 financial year is \$270,830.

**Norfolk Island super guarantee rates not supported:** Unlike the standard super guarantee, MYOB Acumatica does not automatically handle the Norfolk Island super guarantee rate. You will need to manually calculate super amounts for Norfolk Island employees.

### Medicare Levy

Only Australian residents pay the Medicare levy. The full basic levy remains the same at 2.0%. However, the Medicare low-income thresholds have increased by 2.9% for the 2026–27 financial year.

Threshold	2025–26	2026–27
Singles	\$27,222	\$28,011
Family	\$45,907	\$47,238
Single seniors & pensioners	\$43,020	\$44,268

Threshold	2025–26	2026–27
Family seniors & pensioners	\$59,886	\$61,623
Per dependent child/student	\$4,027	\$4,338

### Child Support Deductions

From 1 January 2026 to 31 December 2026, the Child Support Protected Earnings Amount (PEA) are as follows:

Frequency	Amount
Weekly	\$544.88
Fortnightly	\$1,089.76
Four weekly	\$2,179.52
Monthly	\$2,358.04

### Unchanged Rates and Thresholds

There are no changes to the following rates and thresholds. They remain the same as they were for the 2025–2026 financial year.

- Medicare levy surcharge (MLS).
- Fringe benefits tax (FBT).
- Working holiday makers (WHM).
- Medicare levy exemptions for seniors and pensioners.
- Back payments, commissions, bonuses and similar payments.
- Unused leave payments on termination of employment.
- Return-to-work rates.
- Minimum wage rates.
- Upward variation. Although there are no changes to the calculation, the base tax rate will impact the total tax withheld.
- Individuals employed in the horticultural or shearing industry.

### Tax Changes That Don't Require Updates in MYOB Acumatica

- Eligible parents will get 12% of their government-funded paid parental leave as a contribution to their superannuation fund for babies born or adopted on or after 1 July 2026.
- There are changes to luxury car tax definitions and thresholds. From 1 July 2026, the definition of a fuel-efficient vehicle will change (the previous definition will apply in certain situations), as well as indexation rates applying to the thresholds for fuel-efficient vehicles and other vehicles.

## What is MYOB Pay Super?

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Pay Super is MYOB's free integrated, ATO-certified superannuation clearing service. It allows you to pay super contributions straight from MYOB Acumatica Payroll, without exporting files or using an external clearing house.

### Is Pay Super Part of the Payroll Workflow?

Super is calculated automatically during every pay run.

After recording a pay run, you simply go to Super payments, select the transactions, record the payment, and authorise it.

Everything happens inside MYOB — no exporting, uploading or external systems. For more information, see [Processing Superannuation Payments](#).

### Can I Submit Two Super Payments on the Same Day?

Yes. Pay Super allows you to batch all outstanding super contributions together regardless of how many pay runs you've processed. So, whether you've run one pay run or multiple on the same day, you simply create a single batch, selecting the employee contributions you would like to make — capturing all the contribution lines at once. There's no need to submit a separate payment per pay run.

If you have employees on different pay cycles, their contributions will accumulate and can all be selected in your next batch payment.

If you encounter issues submitting multiple batches on the same day, contact MYOB Support for assistance.

### When Was Pay Super Established?

MYOB has supported electronic superannuation payments for over a decade and processes contributions for tens of thousands of Australian businesses.

### Is Pay Super Available With All MYOB Acumatica Payroll Subscriptions?

Yes. Pay Super is available to any MYOB Acumatica Payroll subscription. There are no additional fees or ongoing costs.

### Who Can Set Up Pay Super?

To set up Pay Super you need to be either the business owner, or a director who is a bank signatory.

During setup, other users (e.g., payroll officers, bookkeepers, accountants) can be assigned payment authoriser roles.

### How Do I Register for Pay Super?

To get started, first send us an application for a Pay Super account then, once your account is ready, register it in your MYOB Acumatica site. Then you'll be ready to start making payments.

For more info, see [Get started with MYOB's Pay Super service](#).

## **We Only Have a WPN (Not an ABN) — How Do We Use Pay Super?**

Pay Super currently requires an ABN for registration. Businesses operating under a Withholding Payer Number (WPN), such as NDIS self-managed participants, diplomatic missions, or other entities not required to hold an ABN, are not currently able to register for Pay Super.

MYOB is working on WPN support and will communicate when this becomes available. In the meantime, WPN holders will need to manage super payments through an alternative compliant method. Speak with your advisor to determine the most appropriate approach for your situation.

## **Do I Need an ABN to Use Pay Super?**

Yes. An ABN is required for Pay Super registration.

## **How Do Super Updates Flow Through Future Pay Runs?**

When an employee's super details are updated in MYOB:

- The changes apply automatically to future pay runs
- Past pay runs require adjustment pays to correct or update incorrect details (see [Adjusting a Pay with a Super Batch](#)).
- New contributions will be sent to the updated fund details

This ensures accuracy without needing to reprocess historical payroll.

## **What Funds Are Supported and Why Some Don't Appear?**

Pay Super supports SuperStream-compliant super funds.

If a fund doesn't appear:

- Check the fund USI
- Confirm the fund is SuperStream compliant
- Verify spelling and fund details

If needed, you can use the ATO Super Fund Lookup tool to confirm valid fund details.

## MYOB Pay Super: Compliance Information

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### Is Pay Super Ready for Payday Super (1 July 2026)?

Yes, Pay Super is ready. Under the legislation, employers are generally required to ensure super contributions reach an employee's super fund within 7 business days of payday.

In limited scenarios — such as when paying super for a new employee or to a new or updated super fund, where additional validation may be required, the legislation allows up to 20 business days to make the contribution.

Pay Super is ready and to further support these requirements, MYOB is actively:

- Enhancing workflows to better support more frequent super payments
- Exploring faster payment methods
- Improving visibility, validation, and reporting to help reduce errors and rework
- Releasing new features progressively ahead of 1 July 2026

Processing times are also expected to improve across the super ecosystem. As part of the Payday Super reforms, super funds will be required to allocate contributions within 3 business days, down from the current timeframe of up to 20 days.

MYOB is working closely with the ATO and industry partners to implement these changes and will guide customers through updates as they are released. Keeping employee and fund details accurate remains one of the most effective ways employers can help ensure payments are made and processed on time.

### Does MYOB Pay Super Use the New Payments Platform (NPP)?

Not at this stage. MYOB Pay Super currently processes super payments through SuperChoice, our clearing house partner, which uses the Bulk Electronic Clearing System (BECS) — the same established payment rail used across the superannuation industry today.

The New Payments Platform (NPP) is Australia's real-time payment infrastructure, and while it's increasingly being explored for super payments, it's not yet a requirement under Payday Super legislation. The core obligation from 1 July 2026 is that contributions reach your employee's fund within 7 business days of payday — MYOB Pay Super is built to meet that obligation.

We'll continue to monitor developments in payment infrastructure and will keep you updated if anything changes to how Pay Super processes payments in the future.

### What is a Member Validation Request (MVR) and Why Does it Matter?

A Member Validation Request (MVR) is a check that verifies an employee's super fund membership details, such as their member number and fund ABN, before a super contribution is submitted. It is part of the SuperStream standards being updated as part of the Payday Super reforms.

MVR is not a compliance requirement under Payday Super from 1 July 2026. It's an enhancement designed to reduce rejected or returned contributions by catching incorrect fund details before a payment is made, helping ensure super reaches the right fund account on time.

The ATO has indicated that MVR functionality across clearing houses and Digital Service Providers (DSPs) may not be fully available by 1 July 2026, and this won't affect your compliance obligations. The core requirement remains that contributions reach your employee's fund within 7 business days of payday.

MYOB is actively building MVR capability into Pay Super and will keep you updated as it becomes available. Further changes to SuperStream and MVR are expected to roll out progressively through the 12 months following 1 July 2026.

In the meantime, the most effective way to reduce rejected contributions is to ensure employee fund details, fund name, USI, and member number, are accurate and up to date in MYOB.

### **Is MYOB Ready for MVR from 1 July 2026?**

MYOB is currently working on integrating Member Validation Request (MVR) into Pay Super. This is a new requirement confirmed by the ATO as part of the Payday Super reforms, and our team is actively building this capability.

We will communicate to all Pay Super users as soon as MVR is available in MYOB. Watch for updates in the product and via our communications.

In the meantime, the best way to reduce rejected contributions is to ensure employee fund details (fund name, USI, and member number) are accurate and up to date in MYOB Acumatica. Using the employee onboarding feature in MYOB Acumatica Workforce Management can help make sure employee super info is correct.

### **Can I Pay Super Into a Self Managed Super Fund (SMSF) Through Pay Super?**

Yes. Pay Super supports SMSF contributions, provided the fund's details are correctly set up in MYOB and you have made at least one successful STP transaction.

To pay super to an SMSF through Pay Super, you'll need the fund's:

- ABN
- Electronic Service Address (ESA), this is required for SuperStream-compliant payments and must be provided by the SMSF trustee or their administrator
- Bank account details for the fund

Once these details are entered in the employee's super fund record in MYOB, the contribution will be included in your Pay Super payment batch alongside any other fund contributions.

If you've previously had issues paying super to an SMSF through MYOB, check that the ESA is current and correctly entered — this is the most common cause of SMSF payment failures.

If you're unsure of your fund's ESA, speak with your SMSF administrator or accountant.

### **What is an Electronic Service Address (ESA) and Why Do I Need One for an SMSF?**

An ESA is a unique address that allows an SMSF to receive SuperStream-compliant contribution data. It's provided by a messaging provider authorised to handle SuperStream transactions.

Unlike retail and industry super funds, SMSFs don't have a universal super identifier (USI). Instead, they use an ESA to receive the data message that accompanies each super payment.

Without a valid ESA, super contributions to an SMSF cannot be processed through SuperStream — which means they can't be paid via Pay Super.

The SMSF trustee or their administrator is responsible for obtaining and maintaining an ESA. Some providers offer this service for free; others charge a small fee. Your accountant can advise on the right provider.