

# Q&A for vendors: Merger of FACS and Justice new ABN Factsheet

## **New ABN**

A new ABN for the Department of Communities and Justice has been introduced replacing the ABN for the former Department of Family and Community Services (FACS) and Department of Justice.

The new ABN for the Department of Communities and Justice is **36 433 875 185**.

## **Common Questions regarding the new ABN:**

### **Are all ABN's related to the Department of Family and Community Services and the Department of Justice changing?**

No, not all ABN's are changing.

The ABN for the Department of Justice (11 005 693 553) is changing to the Department of Communities and Justice (36 433 875 185)

The ABN for the Department of Family and Community Services (80 597 369 676) is changing to Department of Communities and Justice (36 433 875 185)

There is no change for Corrective Services (CS) or Corrective Services Industries (CSI)

There is no change for Births, Deaths and Marriages (BDM) and Information Privacy Commission (IPC)

There is no change for NSW Trustee and Guardian (NSWTG)

### **I issue invoices to multiple areas of Department of Justice or FACS, how do I know which ones to change?**

Please refer to the Purchase Order (PO) you received, it will provide all details of who to address the invoice to, which ABN to use and where to send the invoice. If you are still unsure please contact the person from the Department as noted on your PO.

### **When do I start using the new Department of Communities and Justice ABN?**

You need to update your records and start using the new ABN from 30 October 2019.

From the 1<sup>st</sup> Jan 2020 invoices received with the old department names will be rejected and returned to the sender unpaid. Vendors will need to reissue invoices with the new Department of Communities and Justice name.

**What happens to the contract I currently have with FACS or Justice?**

Nothing, your existing contract is not impacted, there is NO requirement for the contract to be novated.

**What happens to the open PO I have?**

Nothing, POs issued prior to 30 October with the Departments' old name and ABN that are still active do not need to be reissued with the new Department name and ABN.

**Where can I get more information about these changes?**

Please refer to the [Department of Premier and Cabinet website](#) which gives more information on the changes.

**Who should I talk to if I have questions about the invoice I need to issue?**

Refer to your PO which will have contact details of who you need to speak to about the services or goods and services you have been requested to supply.

**Where can I get a copy of the Administrative Order for these changes?**

Please refer to the [Administrative Arrangements Order 2019](#) for full details.

**I receive invoices from multiple areas of Department of Justice or FACS, how do I know which ones to change?**

Please refer to the invoice we issued, it will provide all details of which name and ABN to use. There is no change to our bank account, mailing address or email and phone numbers.  
If you are still unsure please contact the person from the Department as noted on your invoice.