Paywise offers a simple method to package your portable electronic devices. These devices include mobile phones, laptops, and iPads. With Paywise you will save on the GST off the purchase price of these devices along with taking advantage of your taxable savings.

What you need to know...
Only one laptop, tablet or mobile phone can be packaged per Fringe Benefits Tax (FBT) year (1 April to 31 March). The portable electronic device must be primarily for work use to be eligible for salary packaging.

Eligible items
- Laptop including any carry bag, mouse, internal upgrades, pre-installed work related software and portable printer.
- Tablets/iPads
- Mobile Phone

Ineligible items
- Desktop Computer
- Extended Warranties
- External Upgrades eg. flash drives, sound systems, modems and routers;
- Non work related software;
- Non portable printers
- Spare batteries
- Cables
- Freight: and insurance; and hardware not installed on the laptop
- Others (please check with Paywise)

Please note that payments for portable electronic devices must be finalised by 31 March to be able to package another portable electronic device of the same type the following FBT year starting on 1 April. All eligible items should be claimed at the same time as the portable electronic device with accompanying itemised tax invoices.

What to do next...
Existing members
Step 1
Contact Paywise to establish this benefit.

Step 2
For payment/reimbursement you will need to provide Paywise with:
- A copy of the tax invoice/receipt in your name and showing the date of purchase.
- A completed claim form overleaf.

New members
Step 1
Request an application form by phoning Paywise on 1300 132 532.

Step 2
Return your completed application form with:
- A copy of the tax invoice/receipt in your name and showing the date of purchase.
- A completed claim form overleaf.
Portable Electronic Device Reimbursement Claim Form.

Please complete this form and return to Paywise Reimbursements
PO Box 5639 Perth WA 6831 | Fax: 1300 737 285 | Email: reimbursements@paywise.com.au

IMPORTANT INFORMATION
Please sign and date this form. Incomplete claim forms will be returned to you. Please allow approximately 3 working days from Paywise’s receipt of your claim form for it to be processed. Claim forms received after 4pm WST will be deemed received on the following business day.

PERSONAL DETAILS
Account number ____________________________ Home phone ____________________________
First name ____________________________ Work phone ____________________________
Surname ____________________________ Mobile ____________________________
Employer ____________________________ Email ____________________________

CLAIM DETAILS
You can only claim one benefit on this form. Claims made for multiple benefits will not be processed.
☐ Laptop ☐ Tablet ☐ Mobile phone

Please enter the TOTAL value of the receipts attached to this claim relating to the benefit above: $ ____________________________ (Including GST)

REIMBURSEMENT DETAILS (Paywise to reimburse this benefit to my reimbursement account)
☐ I have previously provided my reimbursement account details to Paywise.
☐ My reimbursement account details are: BSB ______-____-____ Account number ______-____-____
☐ I wish to change my reimbursement account details to: BSB ______-____-____ Account number ______-____-____

DEDUCTIONS
Please nominate the number of pay periods you would like this claim deducted from your pretax salary. Number of pay periods ____________________________

Deductions will commence from your next available pay and will be confirmed via email.

DECLARATION
I hereby declare that the attached tax invoices/receipts are for eligible salary packaging expenses as allowed by my employer. These expenses have not been claimed elsewhere. To substantiate my claim, I have attached the appropriate tax invoices and receipts to this form. I declare that these expenses were provided to me on behalf of my employer and were 100% attributable to my assessable income where applicable. I understand that full payment cannot be made by Paywise if there are insufficient funds in my account at the specified payment date.

☐ I have supplied the appropriate tax invoice/s and receipt/s for this claim, please pay/reimburse accordingly.
☐ I understand only the following laptop related items can be salary packaged: laptop and carry bag, pre-installed work related software; internal upgrades; mouse and portable printer.
☐ I have supplied the appropriate tax invoice/s and receipt/s for this claim, please pay/reimburse accordingly.

Signature ____________________________ Print name ____________________________ Date ____________________________

Contact us using the following details:


The information contained in this document has been prepared for general purposes only. Paywise recommends you seek qualified financial advice before acting on any of the information contained in this document.