

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:

CALL US ON:

1800 PAYWISE (729 947)

EMAIL US AT:

newmembers@paywise.com.au

FIND OUT MORE AT:

www.paywise.com.au

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.