# Remote Area Benefit Reimbursement Claim Form.

paywise
salary packaging

- 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.
- All reimbursements will be made to your nominated bank account by EFT.

## 1. Personal Details

| | |
|---|---|
| Account Number: | Employer: |
| Name: | Email: |
| Contact Number: | Mobile Number: |
| Work Address: | Home Address: |

## 2. Please reimburse me the following expenses:

| | Benefit | Total Amount | GST | Substantiation |
|---|---|---|---|---|
| | Remote Area Housing (Employer provided) | $ | $ | Agreement attached |
| | Remote Area Rent* | $ | $ | Agreement attached |
| | Remote Area Interest* | $ | $ | Statement attached |
| | Remote Area Utilities* | $ | $ | Invoice/s attached |

Attach original tax invoice/s. Reimbursement will be made to yo ur previously nominated bank account.

## 3. Reimbursement Details

| | | | |
|---|---|---|---|
| | 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: |

## 4. Employee Approval

I hereby declare that I live and work in a Remote Area (as defined by the Australian Tax Office). To substantiate my claim, I have attached the appropriate substantiation 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 and will not be used for any other tax-deductible purpose. I understand that full payment cannot be made by Paywise if there are insufficient funds in my account at the specified payment date.

| | | |
|---|---|---|
| Signature: | Name in Print | Date: / / |

## 5. Employer Declaration

I hereby declare that the employee named above lives and works in a Remote Ar ea (as defined by the Australian Tax Office) and is eligble to salary package Remote Area benefits.

| | | |
|---|---|---|
| Signature: | Print Name: | Date: / / |

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