

# Remote Area Benefit Reimbursement Claim Form.

- 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 your 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: / /
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## 5. Employer Declaration

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

Signature:	Print Name:	Date: / /
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