

Employee Information

Title: _____ First Name: _____ Other Name(s): _____

Surname: _____ Payroll ID: _____

Address: _____

Employer details: Agency: _____

Location (site): _____

Salary Sacrifice Employer

Fringe Benefit Tax Exemption explanation	Employer	Please tick your employer
Salary packaging is a function of the Federal taxation law. If the duties of the employment of the employee are exclusively performed in, or in connection with a public hospital, or the employer provides public ambulance services or services in connection with the provision of these services, then the employee is eligible for access to a \$17,667 Grossed up Taxable Value (GUTV) capped FBT exemption. If the employer is a Public Benevolent Institution (PBI) as ruled by the ATO (currently only Legal Services Commission), the employee is eligible for access to \$31,177 GUTV capped FBT exemption. There is no exemption for other employees.	Public Hospital, Direct Public Hospital Services or Ambulance	<input type="checkbox"/>
	Legal Services Commission	<input type="checkbox"/>
	Other (Full FBT)	<input type="checkbox"/>

Salary Sacrifice Agreement

The employee and employer named in the Employee Information section of this application (“Employee” and “Employer” respectively) agree to be bound by the Salary Sacrifice Agreement Terms and Conditions, available online at www.maxxia-sagov.com.au or by calling Maxxia toll free on 1300 123 123, and which together with this application comprise the Salary Sacrifice Agreement with the Employer.

The commencement date of this Salary Sacrifice Agreement is the date on which the Employee signs this application, subject to approval by the Employer’s delegate, and the expiry date will be 30 June 2023 or ____ / ____ / ____ (Please complete date if different to 30 June 2023)

The Employee acknowledges and agrees:

- he/she is required to pay an employer charge of \$40 plus GST (\$44) to be paid direct from his/her post tax salary on the commencement of any new salary packaging agreement;
- to pay any costs arising from Salary packaging, including and FBT liability, and he/she indemnifies their Employer against this liability; and
- Maxxia Pty Ltd (“Service Provider”) is responsible for the administration of his/her Salary Sacrifice arrangements and any disputes or complaints should be resolved directly with the Service Provider.

Salary Sacrifice Service Agreement

The Employee and the Service Provider agree to be bound by the Salary Sacrifice Service Agreement Terms and Conditions, available online at www.maxxia-sagov.com.au or by calling Maxxia toll free on 1300 123 123, and which together with this application comprise the Salary Sacrifice Service Agreement with the Service Provider.

The commencement date of this Salary Sacrifice Service Agreement is the date on which the Employee signs this application, subject to approval by the Employer’s delegate, and the expiry date will be 30 June 2023 or ____ / ____ / ____ (Please complete date if different to 30 June 2023)

The Employee:

- appoints the Service Provider for the purposes of administering his/her Salary Sacrifice arrangements within the requirements of the Salary Sacrifice Service Agreement and acknowledges that all correspondence relating to these arrangements is to be directed to the Service Provider;
- acknowledges that he/she is liable to pay the Service Provider an administration fee depending on the benefits selected and will be shown on the Salary Packaging Confirmation Schedule sent to Employee before deductions commence;
- acknowledges that any financial advice required to inform or support his/her decision to salary packaging is his/her sole responsibility and any such advice must be obtained by him/her independently from his/her Employer or the Service Provider;
- acknowledges that he/she is not salary sacrificing mortgage payments into an interest offset facility, he/she possesses the necessary documentation regarding the existence of the mortgage account, and will notify the Service Provider of any changes to the status of their mortgage account (where relevant);
- acknowledges that where he/she requests payment into a nominated account to pay for a benefit, he/she has direct debits in place from the nominated account for amount equal to or higher than the benefit amount (where relevant)
- acknowledges expenses paid using a Maxxia Salary Packaging Payment Card cannot be recovered via a reimbursement/receipt process; and
- acknowledges that the Service Provider may receive commissions and rebates in connection with its services.

Execution of Salary Sacrifice Agreement and Salary Sacrifice Service Agreement

By completing and submitting this application, the Employee certifies that he/she has read and understood the Salary Sacrifice Agreement Terms and Conditions and the Salary Sacrifice Service Agreement Terms and Conditions and agrees to be bound by them.

Employee Signature: _____ Date: ____ / ____ / ____

Employer Signature: _____ Date: ____ / ____ / ____



DISCLAIMER

Maxxia provides administration and referral services on behalf of employers. It does not provide any form of financial, taxation or financial product advice to employees on the relative merits of package programs or on any other basis. Some information on taxation matters may be provided to illustrate possible advantages, but is of a general nature only. You should seek your own independent professional advice on how packaging programs may impact your particular financial, taxation and welfare benefit circumstances. Maxxia may receive commissions or rebates in connection with some services it provides or arranges to be provided by third parties. By appointing and utilising Maxxia services, you consent to its receipt of such commissions and rebates. Tax laws regarding the treatment of salary benefits may change, which could adversely impact your financial, taxation or welfare benefit decisions.

PRIVACY

Maxxia is committed to protecting the privacy and rights of its customers. Our Privacy Policy contains important information about how we collect, hold, use and disclose personal information. It explains what happens if we cannot collect your personal information, as well as how you can access and correct the personal information we hold about you, or make a complaint. If you do not wish to receive promotional material from us, or would like a copy of our Privacy Policy, please contact us on 1300 123 123. Our Privacy Policy is also available at maxxia.com.au

Maxxia Pty Ltd ABN 39 082 449 036 Authorised Representative (No. 278683) of McMillan Shakespeare Limited (AFSL No. 299054)