

I would like to make a Remote Area claim



1 My details

Title: _____ First Name: _____ Surname: _____

Residential Address: _____

Employer name: _____

Payroll Identification Number: _____

2 My preferred reimbursement method

Please choose your preferred reimbursement method by ticking one of the options listed below.

If you have regular payments in place (e.g. lease, superannuation) then these payments will take precedence over any claim submitted for reimbursement.

- Option 1 – Payment of my claim is to be made in full.**
Where sufficient funds are not available the claim will be returned to you without payment being made.
- Option 2 – If sufficient funds are not available to pay the claim in full, please make a part payment.**
If there are insufficient funds to settle the claim in full, a part payment for the maximum amount of funds available in your account will be made. The claim cannot be resubmitted for payment of the unpaid proportion.
- Option 3 – Establish a regular reimbursement payment to my nominated bank account until the claim has been paid in full.**
Additional claims cannot be submitted for payment until this claim has been paid in full.
If you do not select one of the options listed above then Maxxia will assume that you have elected Option 1.

3 Remote area reimbursement of interest

Note: Attach statements from the financial institution clearly identifying the amount of interest paid on the loan.

The taxable value is reduced by 50% and gross-up factor of 1.8868 applied when calculating the impact on the salary packaging cap. For example, packaging \$10,000 interest incurred will use up \$9,434 of the cap ($\$10,000 \times 50\% \times 1.8868$).

Total available cap is \$17,000 Grossed Up Taxable Value (GUTV)

Month	Amount
	\$
	\$
	\$

4 Remote area residential fuel (gas and electricity)

Note: Attach invoices/receipts from the fuel suppliers confirming amount paid.

The taxable value is reduced by 50% and gross-up factor of 2.0802 applied when calculating the impact on the salary packaging cap. For example, packaging \$5,000 of fuel costs will use up \$5,200.50 of the cap ($\$5,000 \times 50\% \times 2.0802$).

Total available cap is \$17,000 Grossed Up Taxable Value (GUTV)

Period	Amount
	\$
	\$
	\$

Continued over →

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Remote area rental assistance

Note: Attach a current tenancy agreement and rental/bank statements evidencing a regular payment to the landlord or real estate agent is established.

The taxable value is reduced by 50% and gross-up factor of 1.8868 applied when calculating the impact on the salary packaging cap. For example, packaging \$10,000 rent paid will use up \$9,434 of the cap (\$10,000 x 50% x 1.8868).

Total available cap is \$17,000 Grossed Up Taxable Value (GUTV)

Name of Landlord/Agent: _____

Rent paid: \$_____ per week / fortnight / month (select applicable frequency)

Tenancy agreement start date: _____ Tenancy agreement end date: _____

Rent claimed: \$_____

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Remote area reimbursement on purchasing or building a property

Note: Attach copies of

1. Offer and Acceptance and Settlement Statement showing the purchase date and costs incurred;
2. Statements/invoices substantiating other costs such as stamp duty, lending fees and charges.

The taxable value is reduced by 50% and gross-up factor of 1.8868 applied when calculating the impact on the salary packaging cap. For example, packaging \$10,000 of purchase costs will use up \$9,434 of the cap (\$10,000 x 50% x 1.8868).

Total available cap is \$17,000 Grossed Up Taxable Value (GUTV)

Building cost type	Amount
	\$
	\$
	\$

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Employee declaration for remote area reimbursement on purchasing or building a property

I, _____ declare that:

A. I will be occupying the property immediately after settlement of the property as my usual place of residence OR

B. I propose to construct a dwelling to be occupied as my usual place of residence.

(Cross out option that does not apply).

Signature _____ Date: _____

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My nominated bank account details (complete if necessary)

Account name: _____

BSB number: - Account number:

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My declaration

I understand and accept the terms and conditions of my Employer's salary packaging program and the Maxxia reimbursement terms and conditions (see www.maxxia.com.au).

In addition, I understand and confirm that:

- i. I will not submit a claim for reimbursement of an expense where I have been previously reimbursed for the expense by my employer;
- ii. I am aware of the requirements for claiming Remote Area Benefits and the impact of these benefits on my salary and packaging cap;
- iii. I will meet any costs including FBT liability arising from the implementation of my salary package;
- iv. I am aware that it is recommended that I obtain independent financial advice prior to commencing salary packaging to ensure that my salary packaging arrangements are of a manifest benefit to me;
- v. I undertake to retain and maintain all records in relation to any payments made by Maxxia for a period of five years (5). I also undertake to make these records available to Maxxia or my Employer if requested; and
- vi. In making this election, I have not relied on any financial information or advice provided to me by my Employer or any of its employees.
- vii. I have not changed my residential address, or work location since I submitted my salary packaging application to Maxxia for these benefits.

Sign here

Date / /

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Submitting my claim

Submit this completed claim form along with all your supporting documents:

Email: info@maxxia.com.au

Fax: 1300 733 444

Post: Maxxia Pty Ltd, Locked Bag 18, Collins Street East, Melbourne VIC 8003

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Terms and Conditions – Remote Area Benefits

Please read these terms and conditions before completing and submitting a Reimbursement Claim Form to Maxxia Pty Ltd.

1. Only reimbursement of salary packaging expenses for Remote Area Benefits can be claimed using this form.
2. If you have changed your residential address, or work location since you have submitted your salary packaging application you must notify Maxxia and your employer.
3. For each salary packaging expense included on your claim you must:
 - Provide a payment description, date of payment, and the payment amount (including GST); and
 - Attach appropriate receipt(s)/tax invoices/statements required by your employer.
4. Claims will be reimbursed by way of Electronic Funds Transfer (EFT) to your nominated bank account. If you wish to change this account, please provide Maxxia with your new account details.
5. There are three reimbursement options available to you by Maxxia:

Option 1 – Payment of my claim is to be made in full.

Where sufficient funds are not available the claim will be returned to you without payment being made.

Option 2 – If sufficient funds are not available to pay the claim in full, please make a part payment.

If there are insufficient funds to settle the claim in full, a part payment for the maximum amount of funds available in your account will be made. The claim cannot be resubmitted for payment of the unpaid proportion.

Option 3 – Establish a regular reimbursement payment to my nominated bank account until the claim has been paid in full.

Additional claims cannot be submitted for payment until this claim has been paid in full.

6. If you do not select one of the approved reimbursement options then Maxxia will assume that you have elected Option 1.
7. Where you have regular payments made from your salary package for benefits such as lease and superannuation, then these payments will take precedence in relation to the reimbursement of claims.

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8. If you do not fully complete the Claim Form including providing appropriate substantiation then Maxxia may return your claim to you without payment.
9. If you make a false claim for reimbursement the matter will be referred to your employer and you may be denied further access to salary packaging.
10. You must not include requests for payment of claims by Maxxia to third parties. In these instances you should make payment and submit a reimbursement claim to Maxxia.
11. Maxxia will make payment to your nominated bank account within two business days of receipt of a claim form, subject to available funds. Note that your bank may take up to a further four business days to enable you to access these funds from your account.
12. If you require any further information please contact our Customer Care Centre on **1300 123 123** or visit **www.maxxia.com.au**

These terms and conditions may be updated by Maxxia at anytime and are available on our website or by contacting us directly.