

# AMENDMENT REQUEST FORM

## AMENDMENTS MUST BE RETURNED TO REMUNERATOR BY 2<sup>ND</sup> MARCH 2012



### Take full advantage

To make an amendment to your salary package commencing **1<sup>st</sup> April 2012**, you must complete this amendment request form in full and return to Remunerator prior to **2<sup>nd</sup> MARCH 2012**.

Employee Name: \_\_\_\_\_

Package Number: \_\_\_\_\_

Employer: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

### 3 Easy Ways to Return



**Fax: 03 9882 5522**



**sagov@remunerator.com.au**



**Remunerator  
REPLY PAID 7296  
ST KILDA RD VIC 8004**

When adding or changing a benefit you are required to provide a full list of all the benefits you want packaged in the table below, this allows Remunerator to correctly design your new package commencing **1<sup>st</sup> April 2012**.

| Benefit Name | Payment Frequency | Annualised amount | Recipient Details<br><small>(If different to nominated bank account)</small> |     |             |
|--------------|-------------------|-------------------|--|-----|-------------|
|              |                   |                   | Account Name:  | BSB | Account No# |
|              |                   |                   |  |     |             |
|              |                   |                   |  |     |             |
|              |                   |                   |  |     |             |
|              |                   |                   |  |     |             |
|              |                   |                   |  |     |             |
|              |                   |                   |  |     |             |

\*If Motor vehicle package is applicable, please confirm annual budgeted km's per below.

|                   |  |                           |           |           |
|-------------------|--|---------------------------|-----------|-----------|
| <b>Amended KM</b> |  | -                         | 0kms      | 14,999kms |
|                   |  | -                         | 15,000kms | 24,999kms |
|                   |  | -                         | 25,000kms | 40,000kms |
|                   |  | -                         | 40,001kms | +         |
|                   |  | <b>DISTANCE TRAVELLED</b> |           |           |

I confirm the current substantiation for my existing benefits held by Remunerator remains valid. It is not necessary to resubmit updated substantiation when packaging the same benefits, only new benefits being packaged.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date