

Vehicle Reimbursement Claim Form

Name:	Employer:
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Please make the following reimbursements against my vehicle from my salary package:

Reimbursements

Item (ie Fuel, Insurance, Rego, Maintenance, Tyres etc)	Rego No. <small>(cars only)</small>	Amount
		\$
		\$
		\$
		\$
		\$

Change to Bank Account Details

Reimbursements will be made to your previously nominated bank account by EFT within five working days of receipt. **Only complete below only if your details have changed.**

Change Details

Name of account holder:		
BSB:	- <small>(6 digits)</small>	Account No:

Reimbursement(s) will only be processed when sufficient substantiation is received and sufficient funds exist in your packaging account.

Please attach all tax invoices/renewal notices and proof of payment. Tax invoices for expenses over \$82.50 (GST inc) MUST be sent in order to receive any available GST credits. Please ensure the original documentation is sent to Salpac.

<i>I declare that the attached claims have not been previously reimbursed to me or anyone else.</i>		
Employee Signature	Date / /	