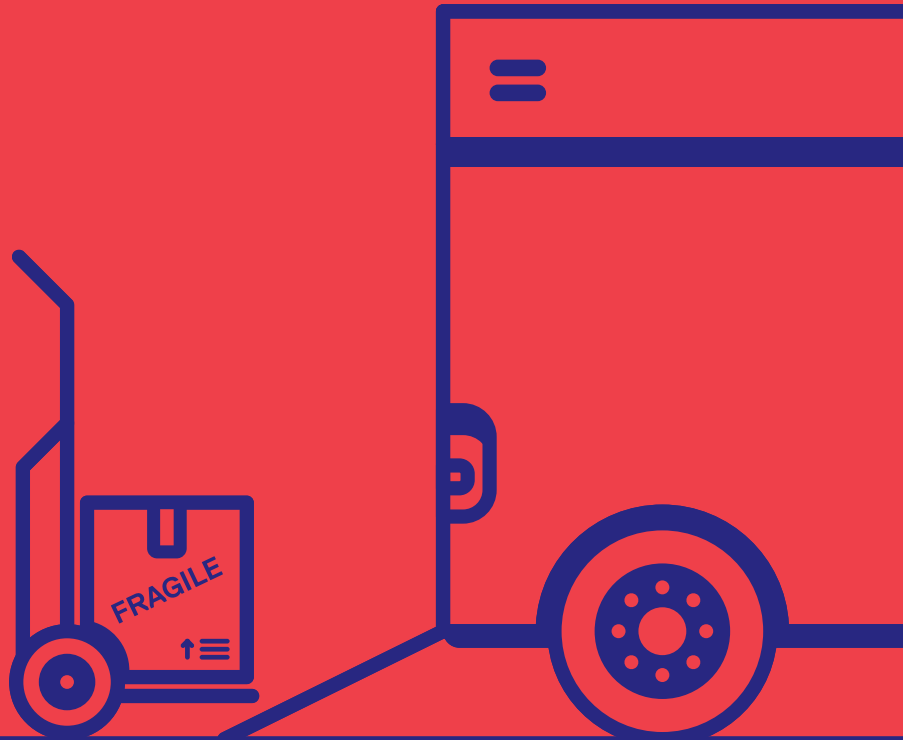


Relocation

Relocation expenses

If your job requires you to relocate, you can use salary packaging to save on stamp duty, interest and loan services fees, as well as other associated costs of moving to a new location.

If the relocation expense has already been covered by your employer – either by direct payment to the supplier or reimbursement of your costs – then you can't package this item. However, if you have funded the expense yourself and are not being reimbursed, or are receiving an allowance from your employer to cover general relocation costs, then salary packaging will still be available.



You can save by packaging any of the following items:

- Travel costs including meals and accommodation
- Furniture removal including insurance and storage
- The cost of temporary accommodation
- The cost of connecting phone, electricity or gas
- Home location sale reimbursement costs
- Real Estate Agent's fees
- Advertising
- Legal fees
- New location purchase reimbursement costs
- Stamp duty and state taxes
- Legal fees
- Mortgage establishment fees
- Building inspection (maximum of 2)
- Pest inspection (maximum of 2)
- Plus, you'll get the GST refunded as well, which means an extra saving.

Salary Packaging Claim Form



Please complete this form, sign and date it and return to Easi along with a copy of your most recent payslip and supporting documents. Incomplete claim forms will be returned to you. Please allow approximately 3 working days from Easi's receipt of your claim form for it to be processed. Incomplete application will delay your salary packaging set up.

All reimbursements will be made to your nominated bank account by EFT if applicable.

Personal Details

Payroll ID	Employer	Occupation	
Full Name		Email	
DOB	Annual Gross Salary	Work Number	Mobile Number
Home Address			Postcode

Benefit Being Claimed

Benefit (up to 50% exempt expenses)	Total Amount	Substantiation
<i>Example: Personal Loan</i>	<i>\$ 2000</i>	<i>Statement attached</i>
	\$	
	\$	
	\$	
	\$	
	\$	

Payment instructions

Please nominate the number of pay cycles for reimbursement

Once off payment

Over the FBT year

Nominate number of pay cycles:

Reimbursement Details

My reimbursement account details are shown

BSB

Account Number

Employee Declaration

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 Easi if there are insufficient funds in my account at the specified payment date.

Name Printed

Date

Signature

Employer Approval

I hereby declare that the employee named above is eligible to salary packaging benefits

Name Printed

Date

Signature

Submit

Please email to info@easisalary.com.au