

## **SALARY PACKAGING**



Take home more with a **great** career











## HOW DOES SALARY PACKAGING WORK?

Once you enter into a salary packaging arrangement with Eastern Health we calculate the amount to set aside from your pay based on your chosen benefits. This untaxed money is then returned to you via your nominated bank account each fortnight. It's that simple!

## Why salary package?

By effectively salary packaging, you can increase your take home salary by thousands of dollars each year. Just take a look at the benefits:

Not Packaging	Packaging	
Gross Salary <b>\$2,640.00</b>	Gross Salary <b>\$2,640.00</b>	
PAYG Tax <b>\$574.00</b>	Salary Package <b>\$446.00</b>	
Take Home Pay <b>\$2,066.00</b>	New Gross Salary \$2,194.00	
By salary packaging you can increase your disposable income by \$150.00 per fortnight or \$3,900.00 per year. That's a significant difference!	PAYG Tax <b>\$420.00</b>	
	Take Home Pay <b>\$1,774.00</b>	
	Tax Benefit - Salary Packaging Amount +\$446	
	Disposable Income <b>\$2,220.00</b>	

<sup>\*</sup> Example Calculation has been based on fortnight deduction \$346.00 Threshold + \$100 Entertainment Benefits

Prior to starting salary packaging we encourage all employees to seek independent financial advice it is employees' responsibility to do this.

## How much can I salary package?

Full-time and part-time employees can salary package their regular base salary (penalties or overtime cannot be packaged). Casual employees can salary package up to 80% of their income.

## WHAT CAN I PACKAGE?

You can salary package a variety of expenses from your pre-tax salary up to a limit of \$9000 each Fringe Benefits Tax (FBT) year (1 April-31 March). Some of the benefits include:

- Everyday Living Expenses Visa Card (groceries, fuel, clothes, bills)
- Home Mortgage Repayments
- Personal Loan Payments
- > Home Rental Payments
- Credit Card Payments
- School Fees and Child Care Expenses
- Health Insurance Payments

#### Plus, you can salary package another \$2650 in Entertainment Benefits:

- Entertainment Benefit Visa Card (dining out, taxi charges, holiday expenses)
- Meal Entertainment and/or Holiday Expenses (claim via receipt lodgement)

## You can also salary package other benefits over the capped limit, including:

- Novated Leasing
- Superannuation
- Portable Devices (laptop, tablets, mobile phone)
- Work Related Expenses (uniform, professional development, trade subscriptions & memberships)
- Income Protection Insurance
- Airline Lounge Benefit

# HOW MUCH DOES IT COST?

There are costs
involved in Eastern Health
administering all your salary
packaging arrangements.
The cost amount will depend on the
benefit packaged and it is paid from
your pre-tax salary. For more information
on these costs, refer to Eastern Health's
Salary Packaging Employee Information Guide.

## **Entertainment Benefit**

Enjoy your tax-free \$2650 cap when Dining out with friends or family or use it to claim your annual Holiday Expenses when travelling in Australia or overseas.

## **Superannuation**

Pay less tax when you salary sacrifice additional superannuation as you save for your retirement.

## **Work-Related Expenses**

Salary Package your work-related expenses such as trade subscriptions, membership fees and your EH uniform.

## Professional Development

Want to undertake further learning? You may be able to claim your professional development expenses.

#### **Portable Devices**

You may be able to salary package a portable computer such as a laptop, notebook, tablet or PDA potentially saving you hundreds

## **Airline Lounge Benefit**

Whether you travel for work or personal, you can salary package your airline lounge membership.

## **Novated Lease**

Looking to buy a new car? Consider a novated lease it's the most tax effective way to finance your next vehicle! Enjoy great tax savings on your lease payments, fuel and running expenses like insurance, rego and maintenance.

To find out more contact Smartleasing on **1300 187 590**.

## WHAT IS SALARY PACKAGING?

Salary packaging is a government approved way of structuring your income that allows you to pay for everyday goods and services from your salary before it's taxed.





## APPLICATION FORM



**SALARY PACKAGING** 

1: PERSONAL DETA	<b>ALLS</b> (Please print in	block letters)				
Employee Number		Title (Mr, M	s, etc)	Gender □ Male □ Female □ X		
Employment Status	ll-Time □ Part-Time	□ Casual □ Fixed	Term Contract – Contract Er	nd Date:		
Full Name			Date of Birth / /			
Address						
Suburb				Postcode		
Home Phone			Business Phone			
Mobile Phone			Email			
2: YOUR PERSONA	L BANK DETA	<b>VILS</b> (Please print in	block letters)			
Account Name		(2 leade print in	BSB	Account No		
3: PACKAGE ITEMS	c					
		r amount each fortniaht ov	ver the FBT vear. Casual emplovees c	are required to elect a percentage up to 80% of their income		
TAX FREE LIVING EXPEN		,	, and the second of the second			
Benefit			Amount or Percentage			
☐ Mortgage / Loan (Attach s	chedule of repayments fro	m your loan statement)		or □Entire Cap (\$9k)		
Rent (Attach Rental agreeme	nt from real estate/landlo	ord)		or □Entire Cap (\$9k)		
Everyday Expenses Visa Card (Complete page 2 of application form)			or □ Entire Cap (\$9k)			
Other (Attach a copy of paid invoices)			or □ Entire Cap (\$9k)			
*DOCUMENTARY EVIDENCE REQU	TIRED: To prove payments	are being made into legitim	ate benefit items, please provide cop	oies of evidence as detailed under each package item above		
PLUS TAX FREE ENTERTA	AINMENT BENEFI	TS \$2650 CAP				
Benefit			Amount or Percentage			
☐ Entertainment Benefit Visa Card (Complete page 2 of application)			or □ Entire Cap (\$2550)			
Submit Expense Claim (Receipts: Dining, Holiday or Venue Hire)				or □ Entire Cap (\$2550)		
ADDITIONAL PRE-TAX S	<b>UPERANNUATION</b>	I				
☐ FIRST STATE SUPER Me	ember Number:					
HESTA SuperFund Member Number:			Amount or Percentage:			
☐ OTHER SUPER FUND or		further information to set	rup this benefit)			
☐ <b>HELP DEBT:</b> I have a HE I would like to receive inf	/		SING: I am interested in find contacted by a Smartleasing	ding out more about Novated Leasing and g consultant.		
4: COSTS	E- ACKNOY	VI.EDGEMEN'	T AND CONSENT			
I understand that any applicable administration costs will be deducted	I wish to apply t Packaging progr	WLEDGEMENT AND CONSENT  To participate in the Eastern Health Salary  gram. I have read, understood and accepted the  ditions of Salary Packaging at Fastern Health				
costs will be deducted from my pre-tax salary.  Terms and Conditions of Salary Packaging at Eastern Health salary packaging website www.ehsalpack.com.au.				Date / /		

C/- Eastern Health Distribution Centre 481 - 493 Maroondah Hwy Ringwood VIC 3134 p 1300 361 669 f 03 9879 8703 e salarypackaging@easternhealth.org.au







#### **APPLICATION FORM**

#### SALARY PACKAGING CARD

Before proceeding with this application, we recommend you read our Salary Packaging Card Product Disclosure Statement for product information and terms and conditions of use.

Please select the card/s you wish to apply for:   Everyday Expenses Card   Entertainment Benefit Card					
Are you an existing BankVic member?   Yes   No If yes, please provide your Member number (if known)					
Please provide your Qantas Frequent Flyer membership number if you wish to earn Qantas Points on your card transactions.					
Are you a permanent resident of Australia? Yes No Are you a citizen of any country other than Australia? Yes No					
If yes, please list all countries of citizenship					
Are you required to pay tax in any country other than Australia? $\square$ Yes $\square$ No					
If yes, please state all countries where tax is payable					
We may contact you for further criteria on the application in relation to Division 396 of the Taxation Administration Act 1953.					
A politically Exposed Person is an individual or immediate family member, or close associate of the individual who holds, or has held a prominent public position either domestically or internationally in a government body or an international organisation.					
Are you, or are you a relative of, a Politically Exposed Person?					
ADDITIONAL CARDHOLDER					
Would you like to apply an additional card on the same account? $\square$ Yes $\square$ No $\square$ If yes, we will email you with more information					
APPLICANT IDENTIFICATION  Please provide us with details of at least one form of identification. This could be your current Australian passport or driver's licence. Alternatively, if you are unable to provide us with this identification we will contact you directly.					
Identification Document Details Primary Cardholder					
Document type (eg Driver's Licence)					

#### **DECLARATION BY APPLICANT**

#### Please read and sign

Issued by (eg Victoria)

Document number

- I apply to be admitted to the Police Financial Services Limited ABN 33 087 651 661 ("BankVic") as a non-paying shareholder. I understand that should I take up any additional products and services from BankVic, I am required to pay \$10 to be allotted ten shares (\$1.00 each).
- 2. I agree to be bound by the Constitution of BankVic and pay all charges imposed or levied by BankVic in accordance with the Corporations Act and charges set from time to time in relation to the operation of my account/s and provision of services.
- 3. I have reviewed and read the Salary Packaging Card Product Disclosure Statement relating to the account/s, services and access option/s that I have applied for, and agree to be bound by them.
- 4. I understand that I am responsible at all times for the use and security of all of my Access Passwords being Access Codes, Keywords, Passwords and Personal Identification Numbers (PINs) used in accessing my account/s and that I am liable for losses that I may suffer arising from any failure by me to properly secure and protect these and in choosing any of these I must not use a numeric or alphabetical code representing my birth date or a recognisable part of my name.
- 5. I authorise BankVic to use and/or disclose my personal information for the purpose of considering this application, administering the products and services they supply to me and where reasonably necessary in doing so to third parties associated with BankVic and its providers.
- 6. I consent to BankVic collecting, using, handling and disclosing personal information from me as permitted under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act). (Under this Act, BankVic is required to verify certain identification information prior to providing you with our products and services.) I consent to BankVic verifying my identity electronically and acknowledge that BankVic will provide details such as my name, address and date of birth to an outsourced service provider who will electronically match my details against government databases. I understand that it is an offence under the AML/

- CTF Act to give false and misleading information and that if I supply incomplete or inaccurate information BankVic may not be able to provide me with products or services. In collecting personal information, BankVic is subject to and will abide by the obligations of the Privacy Act 1988, which regulates the collection, use, disclosure, quality and security of personal information. A copy of our Privacy Policy is available at bankvic.com.au/privacy, at any branch or by calling 13 63 73.
- 7. You must be a Qantas Frequent Flyer program member to earn and redeem Qantas Points and your Qantas Frequent Flyer membership number must be linked to your BankVic Salary Packaging Visa debit card account. Qantas Points will be automatically credited to your Qantas Frequent Flyer account each month. Membership is subject to the Qantas Frequent Flyer program terms and conditions, available at qantas.com/terms. The primary account holder may nominate an additional card holder, however only one Qantas Frequent Flyer membership number, which must belong to the primary account holder, may receive Qantas Points earned on the card account.
- 8. You agree to BankVic providing your statements electronically via Internet Banking at least every 6 months, and that you will not be notified when they become available.
- 9. I have been truthful in all information provided in this application.

From time to time, BankVic may contact you with information about our products, services and promotions through mail, telephone, email or SMS. However, you may request that we do not provide you with direct marketing information.

☐ Tick here to opt out			
Primary Cardholder's Signature	Date	/	/