

Entertainment Hire or Leasing Expense Claim

Fill out this form when you would like AccessPay to **reimburse** your nominated bank account for an Entertainment Hire or Leasing Expense you have already paid. Please attach the relevant supporting documents, such as tax invoices, receipts or credit card statement. You will also need to fill out and attach the Change to Salary Packaging Arrangements Form.

Surname				Given Names			
Employer							
Date of Birth				Payroll No			
Contact No				AccessPay Subscriber No			

Description of Expense *Attach tax invoices or the bill	BSB	Account Number	Account Name	Amount and Total
This is where you would like the funds deposited.				
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				Total Amount Claimed \$

I hereby authorise AccessPay to use my salary package funds to reimburse the amount stated on the above bank account as I have instructed

Signature: _____

Note: It is your responsibility to notify AccessPay immediately of any changes to this authority

Date: / /