

# Novated Lease Amendment Form

My Details: (Please print clearly)

**RemServ ID Number** \_\_\_\_\_ (This will assist RemServ to process your application more quickly)

**Salary Packaging Provider** \_\_\_\_\_ **Registration Number** \_\_\_\_\_

First Name \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_

Post Code \_\_\_\_\_ Contact Telephone Number \_\_\_\_\_

**I work for** \_\_\_\_\_ **Payroll Number** \_\_\_\_\_  
(Organisation Name)

**Effective from: ..... please make the following amendment to my novated lease deduction amounts:**

<b>Pre Tax</b>	
Current Deduction: Weekly / Fortnightly	\$ _____
Revised Deduction: Weekly / Fortnightly	\$ _____

<b>Post Tax</b>	
Current Deduction: Weekly / Fortnightly	\$ _____
Revised Deduction: Weekly / Fortnightly	\$ _____

Once processed on your novated lease account, your salary packaging provider will be notified of this amendment to make the necessary adjustments to your salary packaging contributions and report to your payroll.

**My complete revised budget list is as follows (includes new and existing budget amounts):**

Budgeted Running Cost	Current Amount per week / fortnight	Revised Amount per week / fortnight	Revised Amount total per year

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Send your request to RemServ at GPO Box 424, Brisbane QLD 4001  
 or by fax 1300 30 18 66 or email [cars@remserv.com.au](mailto:cars@remserv.com.au)**

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