

# Novated Lease Payment / Reimbursement Claim Form

**Note:** Copies of invoices and/or receipts MUST accompany this request to enable payment/reimbursement to be processed. Payments will only be completed when funds are available in your account. You must also include declaration forms where appropriate.

**My Details:** RemServ ID Number (if known] \_\_\_\_\_

**Salary Packaging Provider** \_\_\_\_\_

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

Home Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Employer \_\_\_\_\_

Vehicle Financier \_\_\_\_\_ Rego \_\_\_\_\_

Contact Telephone No \_\_\_\_\_

**Payments will be made by electronic funds transfer (EFT) to the account provided by you**

**Direct Payments**

Due date	Payment to	GST component	Total amount
<b>TOTAL</b>			

**Reimbursements:**

Receipt date	Description of Reimbursement	GST component	Total amount
<b>TOTAL</b>			

Account below for funds to be direct deposited into:

BSB \_\_\_\_\_ Account No: \_\_\_\_\_

I hereby declare that the attached invoice/s and receipt/s (or BPay/internet banking receipt numbers) are for expenses incurred privately by myself or by my dependents and are not to be used for any other tax deductible purpose.

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)**

**Privacy Notice**

RemServ is committed to protecting the privacy and rights of its customers. Our Privacy Policy contains important information about how we collect, hold, use and disclose personal information. It explains what happens if we cannot collect your personal information, as well as how you can access and correct the personal information we hold about you, or make a complaint. If you do not wish to receive promotional material from us, or would like a copy of our Privacy Policy, please contact us on 1300 73 14 29. Our Privacy Policy is also available at [remservlease.com.au](http://remservlease.com.au).