

Venue Hire



Fact Form

The venue hire benefit is claimable under the Meal Entertainment/Venue Hire cap limit. This cap limit is in addition to your concessional cap limit and allows you to claim up to \$5000 'grossed-up' per FBT year.

This benefit allows you to salary package the cost of hiring venues or facilities for the provision of entertainment and/or recreation. This means you could salary package the cost of accommodation including hotels and motels when you're on holidays or even the cost of a reception centre, function room or marquee for any special event.

The following type of expenses will generally qualify as venue hire:

- Holiday accommodation, including hotels, motels and other similar units of accommodation
- Hire of a reception centre, function room or marquee
- A corporate box or other similar arrangement where the allocated seats have exclusive use and naming rights attached
- The accommodation component of a tour
- Boats or planes where the boat or plane has been hired in its entirety.

The following types of expenses do not qualify as venue hire:

- Travel, including air fares, to the hired venue or holiday destination
- Meals (including meal entertainment) and other incidental costs at the holiday destination
- Cruises
- Golf club or similar memberships
- Caravans, tents and camping sites
- Purchase of holiday homes or time share accommodation.

? **New to packaging?**

Call **1300 73 66 62** to set up your salary packaging account over the phone.

? **Already packaging?**

An annual administration fee of \$77.00 (incl.GST) is payable when you add the venue hire benefit to your package. This fee will be deducted from your salary.

Complete an **amendment form** (available at remserv.com.au) and forward to RemServ.

? **Claiming reimbursement**

This benefit works on a reimbursement basis only (i.e. you pay for the expense and RemServ will reimburse you from your salary packaging account).

To make a claim you can:

1. Upload your receipt or tax invoice and proof of payment by using the RemServ Online Claims app, or;
 2. Complete the **I would like to make a claim form** and submit this with a copy of your receipt/tax invoice and proof of payment.
- Funds allocated to the venue hire benefit will be held in your general salary packaging account and can be accessed for reimbursement of all claims regardless of the benefit item.
 - Meal entertainment expenses do not form part of the venue hire benefit.
 - You cannot use your Salary Packaging Payment Card or your Meal Entertainment Payment Card to pay for venue hire.
 - Venue hire expenses are exempt from FBT and are not reported on your payment summary as a fringe benefit.

IMPORTANT INFORMATION

Things you need to know: This general information doesn't take your personal circumstances into account. Please consider whether this information is right for you before making a decision and seek professional independent tax or financial advice. Conditions and fees apply. The availability of benefits is subject to your employer's approval. RemServ may receive commissions in connection with its services. Remuneration Services (Qld) Pty Ltd | ABN 46 093 173 089 | Authorised Representative (No. 293159) of McMillan Shakespeare Limited (AFSL 299054).