



I would like to update my employer

Instructions

1. Please complete this form if you have changed employer through a Machinery of Government change, a secondment or accepting a new role.
2. If you would like to make an amendment to your account other than a change in employer please use the amendment form available from remservsalarypackage.com.au.

1

My details

Full name

RemServ ID Date of birth

Address

2

I would like RemServ to

Update my employer details held on file

Previous employer

Old payroll number

New employer Date started with new employer

New payroll number Person ID (Queensland Health only)

New email address Please make this my preferred email address

Please tick if under this new employer **you will** be eligible for the FBT exemption cap

I am changing employer because of:

A Machinery of Government change Secondment New role Other:

Continued over →



Checklist

- I have provided my previous and new details.
- I have signed the form.

Sign here

Date

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How to submit this form

Submit by post: to GPO Box 424, Brisbane QLD 4001
Submit by email: to remserv@remserv.com.au
Submit by fax: to 1300 30 18 66

Privacy Notice

The salary packaging administrator is collecting your personal information on this form for the purpose of processing your salary packaging agreements. The salary packaging administrator will pass your personal information on to your agency's payroll section as part of the administration of your salary packaging agreements, Queensland Government Procurement in relation to the management of the salary packaging arrangement and Queensland Treasury for auditing purposes. Your personal information will not be used for any other purpose or disclosed to any other third party, without your consent, unless authorised or required by law.