



I would like to make a claim

NOW ONLINE

! DID YOU KNOW YOU CAN CLAIM ONLINE?

Visit secureremserv.com.au to login and submit your claim.

Important information

Please use this form to claim for all salary packaging benefits except novated lease running costs. If you're claiming novated lease running costs, please **complete the novated lease claim form**.

1

My details

Full name

RemServ ID Payroll number Date of birth

Email Contact number

Address

2

My claim details

! CHECKPOINT: Have you checked how to claim your benefit?

Please review the benefit table at the end of this form to check how to claim and what other documents you need to submit.

My claim details

I would like to claim	Please pay	To this account	When?
Expense: <input type="text"/> Amount: \$ <input type="text"/>	<input type="checkbox"/> Me or; <input type="checkbox"/> Supplier	<input type="checkbox"/> Use account on file, OR; BSB: <input type="text"/> Acc: <input type="text"/> Biller code: <input type="text"/> Ref: <input type="text"/>	<input type="checkbox"/> ASAP <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly on <input type="text"/> <input type="text"/>
Expense: <input type="text"/> Amount: \$ <input type="text"/>	<input type="checkbox"/> Me or; <input type="checkbox"/> Supplier	<input type="checkbox"/> Use account on file, OR; BSB: <input type="text"/> Acc: <input type="text"/> Biller code: <input type="text"/> Ref: <input type="text"/>	<input type="checkbox"/> ASAP <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly on <input type="text"/> <input type="text"/>

Continued over →

My claim details

I would like to claim	Please pay	To this account	When?
Expense: <input type="text"/>	<input type="checkbox"/> Me or;	<input type="checkbox"/> Use account on file, OR; BSB: <input type="text"/> Acc: <input type="text"/>	<input type="checkbox"/> ASAP <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly on <input type="text"/> <input type="text"/>
Amount: \$ <input type="text"/>	<input type="checkbox"/> Supplier	Billor code: <input type="text"/> Ref: <input type="text"/>	
Expense: <input type="text"/>	<input type="checkbox"/> Me or;	<input type="checkbox"/> Use account on file, OR; BSB: <input type="text"/> Acc: <input type="text"/>	<input type="checkbox"/> ASAP <input type="checkbox"/> weekly <input type="checkbox"/> fortnightly <input type="checkbox"/> monthly on <input type="text"/> <input type="text"/>
Amount: \$ <input type="text"/>	<input type="checkbox"/> Supplier	Billor code: <input type="text"/> Ref: <input type="text"/>	

WHAT HAPPENS NOW?

We will organise this payment for you. If you don't have enough funds in your RemServ account to make this payment in full, we will either:

- if we are paying to you, we'll part pay the expense as the funds become available, or
- if we are paying direct to a supplier, we'll contact you to arrange alternate payment for this expense.



Checklist

- I have checked the benefit table and completed my claim details.
- I have included all pages of required documents.
- I have provided account details for all my claims.
- I agree with all relevant fact form information relating to my claim.

Sign here

Date

How to submit this form

Submit online: upload this form and supporting documents at remserv.com.au
 Submit by email: to remserv@remserv.com.au
 Submit by post: to GPO Box 424, Brisbane QLD 4001.

Privacy Notice

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What to submit with your claim

Documents for benefit claims

If we are paying to you, please provide:

Proof of the expense

This could be a:

- tax invoice
- policy renewal
- bill

Proof that you have paid this expense

This could be a:

- receipt
- BPAY payment reference number
- bank statement highlighting the payment

Signed Declaration (if required)

Check the table below to determine if the benefit you are claiming requires any extra supporting documents or a specific form.

If we are paying to a supplier, please provide:

Proof of the expense you would like us to pay for you

This could be a:

- tax invoice
- policy renewal
- bill

Signed Declaration (if required)

Check the table below to determine if the benefit you are claiming requires any extra supporting documents or a specific form.

Extra supporting documents for specific benefit claims

If you are claiming for this benefit:

We will require:

Home Mortgage Repayments	We have a specific form for this benefit. Please complete the I Would Like to Package My Mortgage Form .	> Download
Personal Loan Repayments	We have a specific form for this benefit. Please complete the Personal Loan Repayments Fact Form .	> Download
Rental Payments	We have a specific form for this benefit. Please complete the I Would Like to Package My Rent Form .	> Download
Living Away From Home Allowance	We have a specific form for this benefit. Please complete the Living Away from Home Allowance Declaration which is attached to the Living Away from Home Allowance Fact Form .	> Download
Remote Area Mortgage Interest	We have a specific form for this benefit. Please complete the Remote Area Exemption Declaration which is attached to the Remote Area Mortgage Interest Fact Form .	> Download
Remote Area Housing Assistance – Rental	We have a specific form for this benefit. Please complete the Remote Area Housing Assistance Declaration (Rent) which is attached to the Remote Area Home Rentals Fact Form .	> Download
Remote Area Residential Fuel	We have a specific form for this benefit. Please complete the Remote Area Exemption Declaration which is attached to the Remote Area Residential Fuel Fact Form .	> Download