

MOTOR VEHICLE EXPENSES CLAIM FOR PROFESSIONAL AND ACADEMIC STAFF

CLAIMANT'S DETAILS

SURNAME	GIVEN NAME	CAMPUS	ACCOUNT CODE (ESSENTIAL) ____/____/____/____ Entity Project Source of Fund Natural Account
STAFF ID:			

MOTOR VEHICLE DETAILS

MAKE & MODEL	REGISTRATION No:	(101/96) ENGINE CAPACITY Up to 1600 CC (Rotary engine up to 800cc) <input type="checkbox"/> 88c/km	(102/97) ENGINE CAPACITY 1601 CC - 2600 CC (Rotary 801cc – 1300cc) <input type="checkbox"/> 88c/km	(103/98) ENGINE CAPACITY over 2601 CC (Rotary over 1301cc) <input type="checkbox"/> 88c/km
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PLEASE NOTE: Payment is by Direct Credit in your Pay. Reimbursements for vehicles which are part of a salary packaging agreement will be taxed as normal income in accordance with ATO guidelines.

JOURNEY DETAILS

DATE	FROM	TO	REASON	kms	Amount	(105) TOLL \$
TOTAL					\$	\$

CLAIMANT DECLARATION

AUTHORISATION

I declare this vehicle <input type="checkbox"/> IS <input type="checkbox"/> IS NOT part of a salary packaging agreement (Novated Lease). <div style="display: flex; justify-content: space-between;"> <div>_____ CLAIMANT'S SIGNATURE</div> <div>_____ DATE</div> </div>		_____ AUTHORISING EMPLOYEE'S SIGNATURE (PEOPLE AND CAPABILITY DELEGATION 3.3)	_____ AUTHORISING EMPLOYEE'S NAME (PLEASE PRINT CLEARLY)
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Please note: Staff with ACU network access should submit their claim for motor vehicle expenses using Staff Connect.