

Payment request form

Employee details

Employee name:

Employer name:

NCB No.
(office use)

Please fill out the following to ensure we have the most up to date details in our system:

Mobile:

Email:

Payments

Payment request type:

(Salary packaging new payment or change existing)

Payment amount:

Once off

Regular payment

Purpose of payment:

(E.g. mortgage / personal loan)

Frequency of payment:

Start date:

/

/

Payments to be made electronically via:

(Please choose either EFT of BPAY and provide details for only the option you choose)

EFT

Bank:

Account name:

BSB number:

Account number:

Reference:

BPAY

Biller code:

BPAY reference number:

BPAY name:

(e.g. bank / credit union name)

Please note:

- The minimum payment request is \$50.00.
- Your Payment Request Form and attached proof of debt must be forwarded to CBB at least 5 working days prior to payment date required/requested.
- If you currently have a CBB Salary Packaging Card, all payments will be made on the same day as your card.
- If your payment contains GST, the maximum amount you can salary package this FBT year will be reduced. To avoid this occurring CBB recommend making payments for expenses which do not contain GST.

Employee signature:

Date:

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After completing this form please send it to our friendly customer care team at customercare@cbb.com.au.

For more information you can call us on 1300 763 505 or visit our website at cbb.com.au.



The
Salary Packaging
People