

Remote area benefit claim form

Employee information

Employee name (legal) _____ Surname: _____

Email address: _____ Contact mobile: _____

Employee residential address: _____ Post code: _____

Employer name: _____

Employment (office) address: _____ Post code: _____

Employment start date: _____ Gross wage earned (pre-tax) per pay: _____

Important information

To process your remote area benefit claim, please tick ✓ and complete each applicable category below. You will also need to attach the supporting evidence to support your claim, covering the previous 12-month period.

PLEASE NOTE: Only the information you sign and declare on this claim form will be considered in your application.

Remote property purchase

Total value of property purchase: _____ Date of purchase: _____

- ☐ I have attached a copy of the property sales invoice from my conveyancer as supporting documentation for this claim.
- ☐ I acknowledge that the date of my property purchase occurred after the commencement date of my employment with my current remote organisation.

Remote mortgage interest

Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____
Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____
Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____
Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____
Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____
Month date: _____	Interest paid: _____	(date order)	Month Date: _____	Interest paid: _____

- ☐ I have attached the previous 12 months of mortgage statements to confirm the total amount of interest claimed.

Remote area rent

Total share of rent that I pay to my landlord or real estate per week: _____ or per fortnight: _____

- ☐ I have attached my current rental lease agreement to confirm the total amount claimed.

To process your application, pages 1 and 2 of this form must be completed and signed, with all supporting remote evidence submitted to **remote@cbb.com.au**.

Remote household fuels

Please note that household fuel expenses are only eligible for reimbursement when included as part of a claim for property purchase, mortgage interest, or rental agreement.

Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____
Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____
Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____
Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____
Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____
Bill date: _____	New charges: _____	(date order)	Bill date: _____	New charges: _____

☐ I have attached copies of my household utility bills (electricity, gas, and energy) as proof of debt to confirm the total amount claimed.

Remote area travel

To process your remote holiday travel expenses, you must also complete and attach a separate **“Remote Area Benefit Travel Declaration Form”** for each individual remote holiday you wish to claim.

☐ I have attached a copy of the “Remote Area Benefit Travel Declaration Form” and evidence with this claim.

Payments

As a remote customer, all approved tax-free payments from your remote assessment will be reimbursed to your nominated everyday bank account, allowing you the flexibility to save or spend how you choose.

Please update my everyday bank account details to BSB: _____ ACC: _____

Please maximise my deductions

I am leaving my employer or taking a leave of absence and would like to maximise my full remote benefit entitlement before the final pay cycle date _____

If no date is specified, we will maximise your salary packaging benefit spread evenly over each annual basis.

Employee Declaration

All items below must be ticked before CBB can proceed with assessing your remote claim.

- ☐ I acknowledge that I cannot submit remote housing evidence that has previously been claimed on a tax-free basis from my employer, CBB, or any other salary packaging provider in this remote claim.
- ☐ I confirm that I both live in the attached remote property and work in a remote area as defined by the Australian Taxation Office.
- ☐ I confirm that I will retain the original documents of evidence provided in this claim for tax auditing purposes, should they be requested by the Australian Tax office.
- ☐ I confirm that it is my responsibility to promptly notify CBB of any changes to the information provided on this claim form that may impact my eligibility for remote area benefits.

Employee signature: _____ Date: _____

To process your application, pages 1 and 2 of this form must be completed and signed, with all supporting remote evidence submitted to **remote@cbb.com.au**.