

# Change to payroll deductions

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.

Employee address:

Contact number: Home:  Work:  Mobile:

Email:  Date of birth:  /  /

Please credit the following amounts deducted from my wages by my employer to a Non Cash Benefit account, administered by Community Business Bureau (CBB).

Frequency of payment:  Start date:  /  /  End date:  /  /

NCB (Office use)	Account type (If applicable)	Percentage (If applicable)	Packaging amount(\$)	Fee (incl. GST)	Total (incl. GST) (Amount or percentage)	Remote (If applicable)

I authorise Community Business Bureau to deduct the fees indicated above from the relevant NCB account each pay period (being the amount I must pay to cover the fee charged to my employer by CBB for their services).

Please ensure that you answer 'Yes' or 'No' to each of the questions below:

Do you have a HECS/HELP debt (Higher Education Contribution Scheme)?		
Do you have SFSS debt (Student Financial Supplement Scheme)?		
Are you provided with a company motor vehicle for private use? (Including work to home)		
Do you pay or receive Child Support?		
Do you have private health cover?		

Employee signature:  Date:  /  /

**CBB TO ARRANGE**

Employer signature:

Employer job title:

Date:  /  /

**CBB USE ONLY**

REC'D:

MKTD:

CLEAR FORM