

Meal Entertainment and Holiday Accommodation Card

Fact sheet



What is the meal entertainment and holiday accommodation benefit?

The ATO-approved meal entertainment and holiday accommodation benefit allows you to salary package an additional \$2,650 per year to pay for meals, accommodation expenses and venue hire using tax-free dollars. This is over and above your normal salary packaging amount.

The CBB Meal Entertainment and Holiday Accommodation Card is available to employees of organisations who have approved this benefit for their staff.

How can I use the card?

Use your CBB Meal Entertainment and Holiday Accommodation Card in Australia and overseas to pay for:

- ▶ **Eating out** at restaurants, cafés and hotels.
- ▶ **Food and beverages** for special occasions, such as birthdays, engagements, weddings and anniversaries.
- ▶ **Holiday accommodation** in luxury resorts, apartments, hotels, motels, budget cabins and on-site caravans and even cruises!
- ▶ **Venue hire** for events.



How does it work?

When you apply for a CBB Meal Entertainment Card you will be asked to nominate an amount 'before tax' each pay. This amount will be transferred onto your Meal Entertainment and Holiday Accommodation Card via CBB.

Are there any restrictions on the card?

The CBB Meal Entertainment and Holiday Accommodation card **cannot** be used for the following:

- ▶ Entertainment in the form of cabarets, musicals, concerts, movies, theatre, sporting events, gambling or other similar forms of entertainment.
- ▶ Flights and other travel expenses such as parking and dry cleaning.
- ▶ Hire of a DJ, jukebox, band or other ancillary entertainment provided with the food and beverages.
- ▶ Take-away food or bottle shop purchases.
- ▶ Your regular food shopping requirements.

Please note: The ability to use the card depends on the merchant coding at your place of purchase.

How to get started?

To get started simply contact CBB Helpline on **1300 763 505** and we can arrange for your pre-tax salary to be allocated to your CBB Meal Entertainment and Holiday Accommodation Card.

Your CBB Meal Entertainment and Accommodation Card will be posted direct to you by Beyond Bank and you should receive your card within 10 working days of CBB creating your account.

Frequently asked questions

Can I use my CBB Salary Packaging Card to pay for meals?

Yes, however the funds on your Meal Entertainment and Holiday Accommodation Card are additional to these funds.

Can I use the Meal Entertainment and Holiday Accommodation Card to pay for other people?

You can use the card to purchase meal and/or drinks for your family and/or friends. The card can be used on accommodation where you were in attendance.

Can my partner have a Meal Entertainment and Holiday Accommodation Card?

Yes. An additional card can be organised through Beyond Bank directly by phoning them on **13 25 85**.

How do I check my balance?

Simply login to **Beyond Bank internet banking** or check your balance via the Beyond Bank app or call **13 14 02**. Note that CBB does not have access to your card balance.

What happens to the funds on my card(s) if I leave my organisation?

You will be given 60 days to spend the funds or until 31 March from your termination date, whichever ever comes first.

Can I use the CBB Meal Entertainment and Holiday Accommodation Card overseas?

Yes, but there may be additional costs applicable due to the currency exchange fees through Visa.

How do I substantiate the claim?

There is no need to as all transactions are recorded on your card account.

Do I have to get a card to access this benefit?

Yes, as you will need to have a card to make these purchases.

Can I use the card to make purchases online?

Yes, but for any online purchases they must still fall within the guidelines of use. Any online purchases must be strictly for meals or accommodation only, for which you are in attendance.

Do I need to keep my receipts?

Yes, only if catering for a special event. You will need to keep a

record of the event and who attended, in case you are audited by the ATO. Your transaction history is maintained via your Beyond Bank Internet Banking for any future reference by you, your employer or the ATO.

Do I need to have a zero balance on my Meal Entertainment and Holiday Accommodation Card at the end of the FBT year?

It is more beneficial for you to have zero balance on your Meal Entertainment and Holiday Accommodation Card by 31 March each year, so that you can salary package the maximum benefit, \$2,650, in the following FBT year.

How often can I change the amount I allocate to my Meal Entertainment and Holiday Accommodation Card?

There is no limit to how many times you change the amount. However each organisation may have their own limits and this benefit is capped at a maximum of \$2,650 per FBT year. Every time you change your packaging amount, CBB will contact your pay office and deductions will be actioned subject to employer approvals and constraints.

How do I change the amount I allocate to my Meal Entertainment and Holiday Accommodation Card?

Complete and submit **change to current deductions** form (select 'Meal Entertainment/Holiday Accommodation').

How will this affect my Centrelink Family-Tax benefits?

All means-tested Centrelink benefits are not affected by salary packaging. When declaring your income to Centrelink, simply advise them of your standard gross salary (without salary packaging). We suggest you contact your financial advisor or Centrelink for advice where required.

How will this affect my HECS or HELP repayments?

As the \$2,650 benefit is reportable (grossed-up reportable amount of \$5,000), it will increase your total assessable income. This could impact the calculation for repayment of the HECS/HELP/SFSS debt and the repayment may increase. To ensure your HECS/HELP/SFSS deduction is enough you are welcome to use our free salary packaging calculator online via our website, or alternatively call our dedicated CBB Helpline on **1300 763 505**. We suggest you contact your financial advisor for advice where required.

Community Business Bureau

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