

Authority to Deduct from Wages

HOLIDAY, ANNUAL, PERSONAL, BEREAVEMENT OR LONG SERVICE LEAVE

This form is to be used: when staff require additional deductions from their wages (eg: superannuation, taxation) Prior to making these requests it is suggested you consult the ATO website (<https://www.ato.gov.au/>) for details or more information. Fill in, print, sign and submit to Accounts Dept in Head Office.

Staff Name:

Email address:

Phone number:

Date of this application:

Declaration: I, _____ (name)
authorise my employer (Subee P/L) to deduct the following from my wages, on the following basis:

Amount: \$ _____

Frequency: Once-off Fortnightly Other

Recipient of payment:

Being for:

Address of Recipient:

Deduction is to cease: When the company is notified in writing
 Or:

It is agreed that in lieu of wages the amount/s above will be paid to the nominated organisation person on your behalf. It is also agreed that the voluntary pre-tax amount/s above are paid pursuant to a salary sacrifice arrangement in accordance with Part 7- Division 1- Regulation 7.1(4) of the General Regulations to the Workplace Relations Act 1996.

Signed: _____

Date: _____



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