

PeopleSoft Financials
University of Southern Queensland
Recurring Expense Payment Benefit Declaration



To be used by employees who receive regular reimbursement for the use of a portion of their home phone, mobile phone or internet usage expense for work purposes.

I, _____ declare that
(name of employee)

(show nature of expense eg telephone rental and/or calls)

were provided to me by or on behalf of my employer during the period from

_____ to _____
(date) (date)

and the expenses were incurred by me for the following purpose(s):

(Please give sufficient information to demonstrate the extent to which the expenses were incurred by you for the purpose of earning your assessable income).

I also declare that the percentage of those expenses incurred in earning my assessable income was _____%.

I understand that this declaration is to apply to the above stated benefit and to any identical benefit for the 12-month period ending on 31st December of the year of this declaration or until the stated percentage incurred in earning my assessable income decreases by more than 10 percentage points. This declaration will also be revoked if another recurring expense payment fringe benefit declaration is provided in respect of a subsequent identical benefit.

Signature: _____

Date: _____

Note: Identical benefits are ones which are the same in all respects except for any differences that are minimal or insignificant, or that relate to the value of the benefits, or that relate to a change in the deductible proportion of 10 percentage points or less.