

Form for members of government boards and committees to establish a salary sacrifice agreement



This form should be read in conjunction with Department of the Premier and Cabinet Circular PC016 – Remuneration for government appointed part-time boards and committees.

Government board member’s authorisation to payer to contribute directly into superannuation fund and undertaking to indemnify for the period:

Start date: _____ End date: _____

1. Personal information
Title (e.g. Mr, Mrs, Dr):
Surname:
Given name:
Middle name(s):
Address:
Phone no:
Payroll/Employee no:
Name of board or committee to which I have been appointed:
2. Fund details
Name of fund:
Address of fund:
If fund is <u>not</u> Super SA, please provide compliance number (or attach compliance certificate):
Contact number for fund (if fund is <u>not</u> Super SA):
3. Payer (agency responsible for payment) details
Name of payer:
Address of payer:

The board member acknowledges and agrees as follows:

1. by signing this agreement he/she elects to sacrifice salary by authorising the payer to contribute:

(Please select one)

Percentage: _____

Amount of total pre-tax board remuneration: _____

of his or her board remuneration directly into, on his or her behalf, such contributions to be made by the payer upon deduction of the amount or percentage of board fees specified in this clause for each relevant pay period;

- 2. pursuant to taxation legislation, superannuation contributions made under this agreement are only exempt from income tax where the entitlement to board remuneration was earned after the completion of this agreement, and that contributions under this agreement from remuneration to which an entitlement was earned prior to the completion of this agreement are subject to income tax;
- 3. the payer is not liable to the board member, either directly or indirectly, in respect of any matter concerning the contributions, unless such liability cannot be abrogated by statute;
- 4. the board member will indemnify the payer from and against:
 - 4.1 any income tax or any other taxation liability whatsoever (including any administrative penalty, fine or other amount) that may become payable pursuant to any relevant taxation legislation or rulings;

- 4.2 any other liability whatsoever not otherwise described in clause 4.1 in respect of the said contribution by the payer, which includes any information supplied by the payer including but not limited to any estimate of salary and the amount of the contributions and any matter not otherwise described herein; and
- 4.3 all charges, costs, damages, disbursements, fees or losses suffered or incurred by the payer in relation to any matter concerning the contribution by the payer;
- 5. the board member is responsible for seeking appropriate advice, financial or otherwise, in respect of the said contributions and this is not a concern for or the responsibility of the payer; and
- 6. an administration fee of \$44 (inclusive of GST) is payable to the payer upon the commencement of this agreement and any subsequent superannuation salary sacrifice agreement.

Signature of board member: _____
Date: _____

The payer acknowledges and agrees as follows:

- 7. upon the board member signing and delivering this agreement to the payer, the payer will commence making the deduction and the contributions in the manner outlined in clause 1.

FOR OFFICE USE ONLY

(to be signed by the Payer):

Signed: _____
Print name of delegate: _____
Dated: _____

Completed forms should be returned to the Board Executive Officer. The form will then be forwarded to payroll for processing.