

## Lease Transfer

Please find below the information required to enable SalaryMasters to provide an accurate calculation for the management of your existing vehicle lease. Please complete this form and email to [customercare@salarymasters.com.au](mailto:customercare@salarymasters.com.au)

1. Your Details			
First Name <i>(incl middle name if applicable)</i>		Date of Birth	/ /
Last Name		Preferred Name <i>(if applicable)</i>	
Residential Address			
Contact Number			
Email Address			
Previous Employer			
New Employer		Employee Number	
Gross Annual Salary	\$	Employment Start Date	/ /
2. Vehicle Details			
Make		Body Type	
Model			
Build Date	/ /	Colour	
Transmission		Fuel Type	
Registration Number		Registration Expiry	/ /
Estimated Kms Per Year		Current Kms <i>(Odometer)</i>	
Vehicle Purchase Price	\$	Vehicle Purchase Date	/ /
Next Scheduled Service	/ /	Estimated Tyre Wear Remaining <i>(tick appropriate box)</i>	<input type="checkbox"/> 20% <input type="checkbox"/> 40% <input type="checkbox"/> 60% <input type="checkbox"/> 80%
3. Financier Details			
Financier's Full Name			
Contact Name		Contact Number	
BSB Number		Account Number	
Finance Start Date	/ /	Finance End Date	/ /
Number of Payments Remaining		Next Payment Due	/ /
Payment Reference Number		Monthly Lease Payment <i>(incl GST)</i>	\$
Has the vehicle previously been leased with your current employer or an associated entity? <input type="checkbox"/> Yes <input type="checkbox"/> No			
4. Fringe Benefits Tax Details <i>(for office use only)</i>			
Original FBT Base Value	\$	New FBT Base Value	\$
5. Insurance Details			
I require comprehensive insurance <i>(if no, please attached your policy)</i> <input type="checkbox"/> Yes <input type="checkbox"/> No			
If no, please provide expiry date and premium <i>(incl GST)</i>		/ /	\$
6. Roadside Assistance			
I require Roadside Assistance <input type="checkbox"/> Yes <input type="checkbox"/> No			

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7. Tick Preference	Card Type	Monthly Cost
<input type="checkbox"/>	Ampol Card <i>(previously Caltex Star Card)</i>	\$4.50 + GST
<input type="checkbox"/>	Shell	\$1.82 + GST
<input type="checkbox"/>	BP	\$2.00 + GST

**The following documents must be attached before SalaryMasters can proceed with a calculation:**

1. A copy of the Lease Finance Agreement that supports the information provided in section 3
2. A copy of the Vehicle Tax Invoice that supports the information provided in section 2
3. A copy of your previous lease calculation
4. A copy of the current vehicle registration papers
5. A copy of your Comprehensive Insurance Policy if you have answered 'no' in section 5.