

# Wage Declaration

## Workers' Compensation – Tasmania

**Please complete this Wage Declaration as required under Section 97 of the Tasmanian Workers' Rehabilitation & Compensation Act 1988 (the Act) and return it to Allianz. Fines apply for failing to return a completed wage declaration.**

Should the declaration of wages not be lodged within the prescribed time (see Schedule 1 below), this policy will be lapsed with effect from 4pm on the expiry date. Please check all details and amend any incorrect details.

|  |           |      |            |          |
|--|-----------|------|------------|----------|
| Period of insurance:   | to 4.00pm |      | Policy no: |          |
| Insured name:  |           |      | ACN:       |          |
| Trading name:  |           |      |            |          |
| GST registered:  |           | ITC: | ABN:       |          |
| Business activity:   |           |      |            |          |
| Postal address:  |           |      |            |          |
| Situation address:   |           |      |            |          |
| Insured Contact:   |           |      | Phone no:  |          |
| Do you or your employees conduct work offshore, underground or overseas? |           |      |            | Yes / No |
| FIC Question:  |           |      |            |          |

## Wages declaration summary

**Completion of estimated wages is deemed a request to renew this policy.**

- Please refer to the guidance notes attached to assist with completion of this Wages Declaration

| Class of occupation of workers                               | Actual amounts paid In<br>Previous Policy Period |                | Estimate of payments for renewal<br>period |                |
|--|--|----------------|--|----------------|
|  | No. of<br>employees                              | Gross payments | No. of<br>employees                        | Gross payments |
| <b>PRIMARY WORKERS</b>                                       |  |                |  |                |
|  |  |                |  |                |
|  |  |                |  |                |
| <b>SECTION A - FAMILY MEMBERS AND / OR WORKING DIRECTORS</b> |  |                |  |                |
| Total wages from Section A (ref. p.2)                        |  |                |  |                |
| <b>SECTION B: CONTRACTORS AND SUB-CONTRACTORS</b>            |  |                |  |                |
| Total wages from Section B (ref. p.2)                        |  |                |  |                |
| <b>Grand total</b>   |  | \$             |  | \$             |

### Warning

Section 97 of the Act details fines of up to \$10,000 for employers who fail to provide their insurer with a full and correct statement of all wages paid to workers in their employment during the period of indemnity, together with a statement showing the trade, occupation or calling of such workers and any other information as may be prescribed in the regulations.

## Further details: actual and estimate wages

Please provide further details on the following elements of estimate wages.

The wages and contract values declared here must be included in the wages declared on the prior page.

### Section A - Family Members and / or Working Directors

- Schedule of members of Employer's family or household, living in their house and working directors in relation to whom insurance is required.
- Where Working Directors are declared, include payments contained in a salary sacrifice arrangement.

| Full name | Occupation | Total remuneration for previous period | Total remuneration for renewal period |
|-----------|------------|--|---------------------------------------|
|           |            | \$                                     | \$                                    |
|           |            | \$                                     | \$                                    |

### Section B: Contractors and Sub-Contractors

- In accordance with Section 29 of the Act, details of contractors and sub-contractors are required.

| Work being performed | Type of contract* | Previous period    |                       | Renewal period     |                          |
|----------------------|-------------------|--------------------|-----------------------|--------------------|--------------------------|
|                      |                   | No. of contractors | Actual contract value | No. of contractors | Estimated contract value |
|                      |                   |                    | \$                    |                    | \$                       |
|                      |                   |                    | \$                    |                    | \$                       |

\* Please indicate in this column the appropriate code as described below:

|                     |           |                            |            |
|---------------------|-----------|----------------------------|------------|
| Labour only         | <b>LO</b> | Labour, plant and material | <b>LPM</b> |
| Labour and material | <b>LM</b> | Labour and plant           | <b>LP</b>  |

## Declaration by or on behalf of the employer

(To be signed by the employer personally or where the employer is an incorporated body, by the Company Secretary.)

|                   |
|-------------------|
| I, _____ of _____ |
|-------------------|

I/We hereby declare that I/We desire a renewal of this Policy for a further period of 12 months and that the sums shown in Schedule 1 2 and 3 above, are the total amounts of wages of every kind paid to all persons in my/our employment and contracts let during the period stated.

|  |
|--|
| Declared at: _____ this _____ day of _____ 20_____ |
| Signed: _____                                      |

## Guidance notes

### Definitions

**"Wages"** in relation to a worker means all gross wages, salaries, remunerations, bonuses, overtime, allowances and the like, director's fees or other benefits paid (whether at piece work rates or otherwise and whether paid in cash or kind) to or in relation to a worker before deduction of income tax, but excluding termination payments, retrenchment, pay in lieu of notice, pension, "golden handshakes" and weekly payments of compensation under the Act.