

# 2018 FBT Declaration Form Instruction

1. Enter Company Name and Use <Tab> to move to next field

3. Enter contract number

5. Date must be between 1-Apr-17 to 31-Mar-18

7. Date must be between 1-Apr-17 to 31-Mar-18

8. Press this button to print the completed form for your record

11. Press 'Send' button to submit your declaration by email

2. Fields with red border are mandatory fields


4. Alphanumeric ONLY - no special characters or spaces

6. Whole number ONLY

9. Press this button to read the declaration once you have completed the form

10. By pressing this button you confirm the information provided is correct and complete

AEN 83 008 596 290  
Phone: 02 8899 4800



## End of FBT Year Driver Declaration – 2017/18 (return by April 6)


**Company Name:**

**Driver Name: (First Name)**  (Surname)


**Contract No:**  **Employee No:**

**Vehicle Description:**  **Registration:**

**Note: Do not submit FBT Declaration form if there is no "Days Not Available" and "Employee Contributions" to declare.**

**Days Not Available** (Refer to Guidelines – Non Availability of Vehicle) 


Date From (dd-mm-yy)	Date To (dd-mm-yy)	Description of Non Availability (key must be held by the employer or repairer)	No. of Days
<b>Total</b>			0

**Employee Contributions** (Refer to Guidelines – Employee Contributions) 


Date Paid (dd-mm-yy)	Description	Amount (GST Incl.)
<b>Total</b>		\$0.00

**Comments**

**Please submit completed declaration to Holden Leasing *PRIOR TO April 6***




**DO NOT**



### Declaration

By submitting this form to Holden Leasing:

– I declare that I am authorised to submit this odometer declaration and acknowledge that the information provided with this document will be reported to my employer for the purpose of the preparation of their FBT return. I further acknowledge that the information contained in this declaration is true and correct and I can substantiate this upon request in the future (if required).




**LEASING**

**To...**  FBT (HL)

**Cc...**

**Subject** Data from 2018\_FBT\_Declaration\_HL

**Attached**  2018 FBT Declaration HL data.xfdf (896 B)

The attached file contains data that was entered into a form. It is not the form itself.

The recipient of this data file should save it locally with a unique name. Adobe Acrobat Professional 7 or later can process this data by importing it back into the blank form or creating a spreadsheet from several data files. See Help in Adobe Acrobat Professional 7 or later for more details.