

Employee application form - Commuting subsidy: Ferry claim

Please note: Receipt of this subsidy/assistance may affect Commonwealth Support Payments (either in full or in part). It is the applicant's responsibility to make enquires with Centrelink on the impact of payments under the Workers Assistance Scheme [prior](#) to applying for assistance

Eligibility requirements

To be eligible to make a NSI ferry claim, you must:

- have previously completed the employee application form and been approved for your nominated amount of commuting subsidy;
- continue to reside on NSI; and
- travel on the NSI ferries for the purpose of seeking employment, attending approved training, attending employment on the mainland or attending other approved appointments by the ESM.

Commuting subsidy claims can be made for a minimum period of four weeks and a maximum period of six months. This means that claims cannot be submitted more often than every four weeks. The commuting subsidy is available for up to two years from date of retrenchment or until your nominated individual cap is reached – whichever comes sooner.

Proof of eligibility:

- Proof of employee identity (drivers licence or birth certificate as well as Medicare card)
- Proof of payments for your travel on NSI ferries over the period (i.e. ferry receipts)
- Proof of NSI residence (most recent rates notice or utility bill)

Applicant information

Office use only - ESM to complete Case number:		Sibelco employee number:
Title:	Surname:	Given name(s):
Date of birth:		
Home address:		
Home phone:		Mobile:
Email:		

Commuting subsidy claim

What date range does this claim relate to?		from	to	
What is the total amount you are claiming for travel on NSI ferries, during the above date range?				\$
Purpose of travel	Attending employment	Seeking employment	Attending approved training	Attending other ESM approved appointments
Office use only - ESM eligibility assessment			Yes	No

Applicant bank details

Account name:	
BSB:	Account number:

Applicant declaration

Privacy Statement: The Department of Employment, Small Business and Training collects your personal information in order to provide assistance under the North Stradbroke Island Workers Assistance Scheme (WAS) for the purpose of administering the WAS. Your information may also be provided to other Queensland agencies, agencies of other States, Australian Government agencies, local government and non-government organisations including business entities, for the purpose of administering, monitoring, auditing, evaluating and promoting the WAS. Your personal information will be managed in accordance with the Information Privacy Act 2009.

I, _____ (applicant's full name) hereby declare that the information I have provided is true and correct and that I have not previously applied for or received the same assistance measure under the WAS. I understand giving false or misleading information to obtain a benefit from the Queensland Government is fraudulent and may contravene section 408C of the Queensland Criminal Code.

I understand that the receipt of this subsidy/assistance may affect Commonwealth Support Payments (either in full or in part) and it is my responsibility to make enquires with Centrelink on the impacts of payments under the WAS prior to applying for assistance.

I understand that direct debit payments will be made within 14 days of the submission of application form and supporting documentation by Employment Services Manager.

I agree to repay any subsidy/assistance or overpayment made as a result of my providing incorrect information or being found to be ineligible and the Queensland Government may refer cases of suspected fraud to the Queensland Police Service for investigation.

Applicant Name	Applicant Signature	Date
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Employment Services Manager (ESM)	ESM Signature	Date
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OFFICE USE ONLY: ESM Checklist - Confirm each item		Yes	No
Proof of payment for travel on NSI ferries			
Total amount of ferry travel claim		\$	
Dates match to claim period			
Total amount paid matches claim amount			
Proof of ID attached			
Proof of NSI residence attached (recent rates notice or utility bill)			

NOTES (office use only)