



MOP(S) ACT EMPLOYEES

CHANGE OF FINANCIAL INSTITUTION ACCOUNT DETAILS

<p>Options for returning your completed form Scan and Email to: MOPSPay&Conditions@finance.gov.au or Post to: Ministerial and Parliamentary Services Department of Finance One Canberra Avenue FORREST ACT 2603</p>	<p>Enquiries: Ministerial and Parliamentary Services Email: mpshelp@finance.gov.au Phone: (02) 6215 3333</p>
---	---

EMPLOYER DETAILS	▶ Employer name	<input style="width: 90%;" type="text"/>
	▶ Employer state	<input style="width: 80%;" type="text"/>

EMPLOYEE DETAILS	▶ Full name	<input style="width: 90%;" type="text"/>
	▶ Position	<input style="width: 90%;" type="text"/>

CHANGES	▶ I wish to advise:	
	<input type="checkbox"/> change to bank account details for payment of salary	<input type="checkbox"/> ▶ Date of effect <input style="width: 60px;" type="text" value="/ /"/> Name of financial institution <input style="width: 90%;" type="text"/> Branch <input style="width: 90%;" type="text"/> Branch number (BSB) <input style="width: 60px;" type="text"/> Account number <input style="width: 60px;" type="text"/>
	<input type="checkbox"/> change to bank account details for travelling allowance	<input type="checkbox"/> ▶ Date of effect <input style="width: 60px;" type="text" value="/ /"/> Name of financial institution (if same account details as above, write 'as above') <input style="width: 90%;" type="text"/> Branch <input style="width: 90%;" type="text"/> Branch number (BSB) <input style="width: 60px;" type="text"/> Account number <input style="width: 60px;" type="text"/>

SIGNATURE	▶ By signing this form, I acknowledge that:	
	<ul style="list-style-type: none"> • I understand that knowingly giving false or misleading information is a serious offence under the <i>Criminal Code Act 1995</i>. • I have read and understood the Privacy Collection Notice (see below). 	
	Signature of Employee	<input style="width: 80%;" type="text"/> <input style="width: 60px;" type="text" value="/ /"/>

Privacy Collection Notice — Consistent with the *Privacy Act 1988*, the Department of Finance (Finance) uses the personal information provided in this form to facilitate the administration of work expenses and allowances for Parliamentarians and their employees under the parliamentary work expenses framework. Details of the related expenditure may be tabled in Parliament, published on Finance's website, or provided to the Special Minister of State, the Independent Parliamentary Expenses Authority, relevant service providers, or publicly, as authorised by law. Further details on the collection, storage and use of personal information provided is available at www.maps.finance.gov.au/privacy.html

OFFICE USE ONLY	chris21 pay <input style="width: 60px;" type="text"/>	Initials & date entered <input style="width: 60px;" type="text" value="/ /"/>	Initials & date checked <input style="width: 60px;" type="text" value="/ /"/>
------------------------	---	---	---