



# Request to Vary Information

<p><b>Options for returning your completed form</b></p> <p>Scan and Email to: <a href="mailto:m&amp;ps-fbthelpdesk@finance.gov.au">m&amp;ps-fbthelpdesk@finance.gov.au</a>          or Post to: M&amp;PS Finance Business Unit          Department of Finance          One Canberra Avenue          FORREST ACT 2603</p>	<p><b>Enquiries:</b> Ministerial and Parliamentary Services</p> <p>Email: <a href="mailto:m&amp;ps-fbthelpdesk@finance.gov.au">m&amp;ps-fbthelpdesk@finance.gov.au</a>          Phone: (02) 6215 3542</p>
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## Period 1 April 2016 to 31 March 2017

**Note:** This form need only be completed if some variation is required in the calculation of the Fringe Benefit applying to the vehicle.

I declare that the odometer readings in respect of the private-plated vehicle allocated to me should be:

<b>Opening Odometer Reading:</b>		<b>Date:</b>	
<b>Closing Odometer Reading:</b>		<b>Date:</b>	
<b>Name:</b>			
<b>Office:</b>			
<b>Registration of Vehicle:</b>			

By signing this form, I acknowledge that:

I understand that knowingly giving false or misleading information is a serious offence under the Criminal Code Act 1995.

I have read and understood the Privacy Collection Notice (see below).

<b>Signature:</b>	
<b>Date:</b>	

**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](http://www.maps.finance.gov.au/privacy.html)