



## SUPERANNUATION ALLOWANCE REQUEST FORM

Eligible ongoing employees may elect to be paid an allowance in exchange for a lower employer superannuation contribution. The arrangement is available to ongoing employees whose employer superannuation is paid under the *Superannuation Guarantee (Administration) Act 1992* (i.e. not CSS, PSS or PSSap members). For more information visit <https://maps.finance.gov.au/pay-and-employment/mops-employment/starting-employment/superannuation-staff>

**Returning your completed form:**

Scan and Email to: [MOPSPay&Conditions@finance.gov.au](mailto:MOPSPay&Conditions@finance.gov.au)  
Ministerial and Parliamentary Services

**Enquiries:** Ministerial and Parliamentary Services

Email: [mppshelp@finance.gov.au](mailto:mppshelp@finance.gov.au)  
Phone: (02) 6215 3333

### EMPLOYEE DETAILS

▶ Full name

### EMPLOYER DETAILS

▶ Senator/MP name

I elect to be paid the superannuation allowance in accordance with clause 22 of the *Commonwealth Members of Parliament Staff Enterprise Agreement 2020-23*.

### SIGNATURE

▶ 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).

Payment of superannuation allowance will commence at the beginning of the first full pay period after the form is signed and received by MaPS.

Signature of Employee

Date

Please print and sign this form