

RELOCATION DETAILS

Type of relocation (household, vehicle, pets)	Relocation from	Relocation to	Length of storage (weeks, days)

VEHICLE EXPENSES

Date	Travel from	Travel to	Engine capacity cc	Engine type (piston/rotary)	Kilometres driven	Vehicle make and model

SIGNATURE

► **Certification by Employee**

- I certify that I have taken a direct route to my new location.
- I certify that the above information is correct.

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).

Signature of Employee

Please print and sign this form

Date

/ /

► **Certification and authorisation by Parliamentarian**

- I certify that the above travel and accommodation was for relocation purposes as authorised by myself.
- I understand that knowingly giving false or misleading information is a serious offence under the *Criminal Code Act 1995*.

Signature of Employer

Please print and sign this form

Date

/ /

Privacy Collection Notice — Consistent with the *Privacy Act 1988*, the Department of Finance (Finance) uses and discloses personal information provided in this form to facilitate the administration of the parliamentary business resources framework and for employment purposes including to facilitate the management of incidents or complaints arising from employment. Personal and sensitive information may be disclosed to the employing Parliamentarian, the Independent Parliamentary Expenses Authority (IPEA), the Department of Parliamentary Services, the Parliamentary Workplace Support Service (PWSS), or as otherwise required by law. Details of the related expenditure may be tabled in Parliament, published on Finance’s website, or provided to the Special Minister of State, IPEA, or publicly, as authorised by law. More information is available at <https://maps.finance.gov.au/maps-privacy-statement>.