




WHEN THIS FORM SHOULD BE USED:

-  To make a maintenance adjustment on a maintained novated lease.

IMPORTANT INFORMATION:

-  When a review is requested due to a change in KMs, the effect on scheduled services, maintenance and fuel will be considered.
-  This form will take up to 28 days to process.
-  Lease holders are eligible for one free package adjustment per year; an adjustment fee of \$55.00 will apply thereafter.

PERSONAL DETAILS

Name	
Employer	
Registration	
Daytime Contact Number	
Email Address	

MAINTENANCE ADJUSTMENT

Please indicate one or more of the following items as the reason for requesting a package adjustment (tick):

Change in Anticipated Annual KMs	<input type="checkbox"/>	New Amount	
Inclusion of Additional Services or Tyres	<input type="checkbox"/>	Details	
Review of Fuel Budget	<input type="checkbox"/>	New Amount	

HOW TO RETURN THIS FORM:

Forms can be returned by post or email.

To: **Novated Relationship Team**

nrteasifleet.com.au

PO Box 192, Victoria Park, WA 6100

DECLARATION

I declare that the information provided is true and accurate to the best of my knowledge.

Signed _____ Date: _____