







## WHEN THIS FORM SHOULD BE USED:

-  To declare that a leased vehicle was unavailable for use during a specified period.
-  It is only used for leases when *easifleet* manages the FBT. (Your employer can advise you if this is the case.)
-  This form should not be returned mid-FBT year. It should accompany your FBT declaration.

## IMPORTANT INFORMATION:

The Australian Tax Office has set strict guidelines on when a vehicle can be considered unavailable. Examples include:

-  Vehicle under repair due to an accident.
-  Vehicles commercially stored (proof of storage must be provided).
-  The repairer or a storage company representative must sign the declaration below.

**Please Note:** Days unavailable DO NOT reduce the number of KMs required for FBT purposes.

## PERSONAL DETAILS

Name	
Employer	
Registration	
Daytime Contact Number	
Email Address	

## DETAILS OF UNAVAILABILITY

Date Unavailability Commenced	
Date of Return	
Total Days Not Available	
Reason for Unavailability	

## HOW TO RETURN THIS FORM:

Forms can be returned by post or email.

**To: Novated Relationship Team**

[nrt@easifleet.com.au](mailto:nrt@easifleet.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.

Client Signature \_\_\_\_\_ Date: \_\_\_\_\_

Repairer Signature \_\_\_\_\_ Date \_\_\_\_\_

Name of Storage Company/Repairer \_\_\_\_\_