



APPLICATION FORM

SALARY SACRIFICE

EMPLOYER PAYMENT OF UNIGYM MEMBERSHIP FEES



Locked Bag 1328
 LAUNCESTON TAS 7250
 Tel: 03 6324 3092
 Fax: 03 6324 3042

Locked Bag 61
 HOBART TAS 7000
 Tel: 03 6226 2084
 Fax: 03 6226 7896

Location Hobart (GYMHS)

Is the Staff Member a casual employee? (*ie needs to complete a claim form to be paid*)

Yes - not eligible for Salary Sacrifice (*use other methods of payment*) No - proceed below

Unigym Member no. _____ (*complete once entered onto system*)

Unigym Authorisation: Staff Name _____ Initial _____ Dated: ____/____/____

Membership Payment Amounts

ONCE OFF DEDUCTION

@ \$540.80
 @ \$422.50

GOLD
 BRONZE

PAYMENT PLAN (*per pay day fortnight*)

@ \$20.80
 @ \$16.25

Salary Sacrifice Deductions - amounts will be GST exclusive

Once-off Deduction

Amount of \$ _____ to be sacrificed in one payment from the next available pay

OR

Payment Plan

Establishment Fee \$ 75.00

2 x Fortnightly Membership Payment (*as above*) @ \$ _____ = \$ _____

INITIAL AMOUNT DEDUCTIBLE \$ _____

Standard fortnightly payment of \$ _____ will commence from next available pay after Initial Payment has been deducted.

Membership will continue until the membership is cancelled by the member with the Unigym
 (30 days written notice is required)

Member Acknowledgement of Terms & Conditions

I have read and fully understand the Terms and Conditions as stated on the back of this form

Full Name _____ Signature _____

Email Address _____@utas.edu.au Date ____/____/____

Terms and Conditions

1. In making this request I acknowledge that while the University of Tasmania pays such fees the salary otherwise payable to me will be reduced by the amount indicated on this form.
2. The University of Tasmania may at any time revoke these arrangements in which case my salary will be restored to the full level, and I will be required to make other arrangements regarding the payment of Unigym membership fees, if applicable.
3. Superannuation benefits will continue to be based on the salary before reduction.
4. In the event that taxation legislation changes to the extent that this salary sacrifice option is no longer feasible, then either the University of Tasmania or the employee can cancel this arrangement at 30 days written notice.
5. I will be responsible for the payment of any fees payable to the University of Tasmania's Unigym facility which are in excess of the amount paid by the University on my behalf.
6. In the event that circumstances change and I intend to leave the University and/or am no longer in a position to utilise the Unigym membership, I understand that I must inform the Unigym and provide 30 days written notice.
 - Access to the gym strictly ceases after the 30 day period
 - If the duration of the membership is under 12 months, payments will cease at the next available pay date and incur a \$35 cancellation exit fee.
 - If the duration of the membership is in excess of 12 months, payments will cease from the next available pay date, noting that it may be too late to cease a deduction already in the pay system prior to a pay day
 - Clients who have made a 'once off' payment will not be entitled to any refund (or part thereof)
7. In the event that a UTAS staff member on a Unigym Salary Sacrifice payment plan takes any leave that will affect regular payments, the following must occur -
 - advance notification in writing must be provided to Unigym, minimum 30 days
 - alternative payment arrangements to be negotiated and implemented **prior** to leave being taken
8. Unigym reserves the right to increase membership fees from 1 January each year.
 - notification of pending increases will be given to members at least 30 days prior to 1 January
 - notification will be given via email only
 - unless the membership is cancelled or altered giving 30 days written notice, the new fee will be deducted from the first full pay period after 1 January
 - Unigym takes no responsibility for incorrect or out-dated email addresses on file
9. Please note a requirement of the new perpetual Salary Sacrifice membership will involve completing an updated pre exercise health screen form between the 1st and 31st of January of each year and upon joining for the first time.

Signing this form will permit UTAS payroll to increase your fortnightly deductions on the first full pay period after January 1st each year, where applicable.
