

**PARLIAMENT HOUSE CATERING BY
InterContinental Hotels Group**

For **Credit Card** payment, please complete the section below and forward the form via email to roomservice@aph.gov.au or via fax to **02-6247 5637**

Name of function

Treasurer's Budget Night Function

Date of function

13 May 2014

Credit Card Type

Mastercard American Express Visa Diners Club

Section 22

Credit Card Details:

(last 4 digits will be taken over the phone or via email)

Section 22

Card Expiry Date:

I hereby authorise Parliament House Catering by IHG Canberra to debit my credit card for the above amount.

Section 22

Card Holder's Signature:

Section 22

Card Holder's Name:

Section 22

Card Holder's Contact
Number:

(02) 6263

Section 22

Card Holder's Email

treasury.gov.au

Please note credit card payments incur a Merchant Service Fee of 1.5%, which will be added to the total amount payable.

For Cheque payment, please ensure cheque is made payable to the **Parliament House Catering by IHG Canberra** and posted to the following address:

Accounts Receivable,
Parliament House Catering by IHG Canberra
PO BOX 1013
Civic Square, ACT 2608

Payment via Electronic Funds Transfer (EFT) can be made to the following account:

Account Name: Parliament House Catering by IHG Canberra
Bank Name: ANZ
BSB Number: 012-405
Account Number: 8358-33772
(International) Swift Code: ANZBAU3M

The funds must have cleared 72 hours prior to the due date of the function. Please provide remittance advice via email to act.accounts@ihg.com once payment is made.

19049471

FAST Use Only

Vendor Number: Credit Card

Group:

Tax Invoice Number: 7882

Division:

1. Is this classed as Entertainment under the current FBT Legislation

YES, got to 2.

No, full GST can be claimed. GL code to be used:

2. Is this Entertainment Exempt from FBT? (eg. If it can be classified as a Minor Benefit or Property Benefit Exemptions)

YES, not entitled to GST, GL code to be used is: 42601

No, got to 3.

3. Total Cost (GST inclusive) \$ 9,718.62 71.99%

No. of External Attendees 64 No. of Treasury Attendees 71

GL 42600 P1 \$ 5,111.21 GST Claimed \$ 464.66

GL 42600 P2 \$ * No GST

GL 42601 P2 \$ 4,607.35 * Not entitled to GST

GL 42600 (tips) P5 \$ * No GST

Other \$ * Please Specify:

Total Invoice \$ 9,718.62

I confirm that the attached invoice and documentation has been assessed for FBT and GST and is ready for processing.
Section 22

Name

Signature

Date 20.5.14

