

**JobKeeper Payment Enrolment Request / Engagement authority
Business Entity (or Sole Trader) with employees**

Client Name: _____

Business Trading Name (if applicable): _____

ABN: _____

I hereby declare that my business meets the eligibility requirements for the period, including the turnover test starting from _____ 2020.

Note – the turnover calculation is based on total turnover (including GST) for the relevant period. This applies even if an entity is not registered for GST (ie your turnover has had a 30% decline in the relevant comparison period). If the business has grown significantly since the relevant comparative period you may ask the Tax Commissioner for a concession.

I hereby authorise Accounting Solutions Group to submit enrolment for the JobKeeper payment subsidy, and subsequent submissions of monthly business report on my behalf. I understand that there will be a fee for provision of these services, and I will also be required to provide turnover details at the start of each month for submission as required for the duration of the subsidy.

- If you have employees, check that they meet the employee eligibility requirements and continue to pay them at least \$1,500 per JobKeeper fortnight. You must give the JobKeeper employee nomination notice to all your eligible employees to complete and return to you as soon as possible. Keep it on file and provide a copy to ASG.
- Number of employees participating in JobKeeper: _____
- Please indicate if you wish to be included as an eligible business participant:
Note: one eligible participant per entity may apply – ie 1 non-employee Shareholder/Director/Partner/Beneficiary
Eligible business participant name: _____

Bank details for JobKeeper payment:

Account Name: _____

BSB: _____ Account #: _____

Signature: _____ Date: ____/____/2020

This Engagement Authority is ongoing unless this Engagement Authority is revoked by either party or superseded by another Engagement Authority. Accounting Solutions Group does not accept responsibility for any incorrect or incomplete information provided by the client or liability resulting from any such incorrect or incomplete information and that ASG has relied on the accuracy and completeness of the information provided by the client in undertaking this engagement