

SalaryPlan fee

To administer your salary packaging arrangement SalaryPlan charges a fee with each benefit item. These annual GST exclusive fees are shown below:

	Per annum fee if paid Fortnightly
Novated Lease – LeasePlan	\$104.00
**Novated Lease – Other Provider	\$104.00
Childcare & Super	\$91.00
Packaged Benefit (Vehicle & Benefit)	\$52.00
Other Benefit	\$91.00
Amendment Fee	\$50.00

***Conditions Apply – only for new employees to the university transferring across an existing Novated Lease*

- The above fees are to cover establishment and administration associated with salary packaging benefits

Contacting LeasePlan and SalaryPlan

When communicating with LeasePlan and SalaryPlan, you must advise the company you are employed with.

SalaryPlan (inquiries about deductions from your salary for your benefits)

E: support@salaryplan.com.au; T: 1300 790 140

Business Hours - Monday to Friday 8:30am to 5pm AEST

LeasePlan Customer Service (inquiries about your existing novated lease)

E: cservice@leaseplan.com.au; T: 1300 668 572

Business Hours - Monday to Friday 8:30am to 5pm AEST

LeasePlan Novated Leasing (inquiries about your new novated lease)

Information can be found at <https://www.leaseplan.com.au/novated/newcastle>

or call a Novated Leasing Consultant on **1300 710 892**