



JobKeeper Monthly Reporting

October 2020

1. Fortnights covered by this declaration

Fortnights	Number of Employees being claimed this Fortnight	
	Tier 1*	Tier 2#
28/09/20 to 11/10/20		
12/10/20 to 25/10/20		

* Tier 1: Eligible employees who worked for 80 hours or more in four weeks of pay periods for month of February 2020 or June 2020

Tier 2: Any other eligible employees

2. Employees not being claimed this fortnight

Please list employees who were on your payroll 1st March 2020 or 1st July 2020 but you are not claiming for this fortnight. EG. Employee on Workcover, paid parental leave, terminated.

Fortnight	Employee Name
28/09/20 to 11/10/20	
12/10/20 to 25/10/20	

3. Eligible Business Participant

a) Are you claiming an eligible JobKeeper participant

Yes please complete details below

No please continue to item 4

b) Was the Eligible Business Participant actively engaged in the business for 80 hours or more in February 2020?

Yes No

Name of Participant: _____





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4. Turnover

Actual Turnover – GST Exclusive for October		Projected Turnover – GST Exclusive for November	
\$	Please indicate how you have calculated the turnover <input type="checkbox"/> calculated on cash basis <input type="checkbox"/> calculated on accrual basis	\$	Please indicate how you have calculated the turnover <input type="checkbox"/> calculated on cash basis <input type="checkbox"/> calculated on accrual basis

If HHH Partners do not have access to your accounting software, please provide either a copy of your up to date reconciled file or other supporting documentation for the actual turnover above.

5. Bank Account Details

Please provide Bank Account Details for payments to be made into:

BSB: _____
 Account Number: _____
 Account Name: _____

AUTHORISATION and DECLARATION

- I authorise HHH Partners Pty Ltd to complete my reporting obligations with the ATO to claim JobKeeper payments for the periods listed at Item 1 above.
- I declare that the information provided for the JobKeeper reporting is true and correct and confirm that each employee has been paid at a minimum \$1,200 (Tier 1) or \$750 (Tier 2) (GROSS) for each eligible fortnight listed at Item 1 above.
- I declare that the eligible business participant (if applicable) was actively engaged in the business for 80 hours or more (Tier 1) or less than 80 hours (Tier 2) in February 2020
- I acknowledge that if the ATO determine that I am not eligible for all or part of the JobKeeper payments received, I may be liable to repay to the ATO any ineligible amounts.
- I am authorised to make this declaration.

Signed and acknowledged by:

Entity Name:
 (if applicable)

ABN:

Client name:

Client signature:

Dated:

