



# JobKeeper Monthly Reporting

January 2021

## 1. Fortnights covered by this declaration

Fortnights	Number of Employees being claimed this Fortnight	
	Tier 1*	Tier 2#
04/01/21 – 17/01/21		
18/01/21 – 31/01/21		

\* 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 1<sup>st</sup> March 2020 or 1<sup>st</sup> July 2020 but you are not claiming for this fortnight. EG. Employee on Workcover, paid parental leave, terminated.

Fortnight	Employee Name
04/01/21 – 17/01/21	
18/01/21 – 31/01/21	

## 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: \_\_\_\_\_

HHH Partners

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Emerald  
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Taxation  
Advisory  
Finance





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## 4. Turnover

Actual Turnover – GST Exclusive for January		Projected Turnover – GST Exclusive for February	
\$	<b>Please indicate how you have calculated the turnover</b> <input type="checkbox"/> calculated on <b>cash</b> basis <input type="checkbox"/> calculated on <b>accrual</b> basis	\$	<b>Please indicate how you have calculated the turnover</b> <input type="checkbox"/> calculated on <b>cash</b> basis <input type="checkbox"/> calculated on <b>accrual</b> 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 \$1,000 (Tier 1) or \$650 (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: \_\_\_\_\_

