

JobKeeper Monthly Declaration Checklist

To continue receiving JobKeeper payment from the Government, each month, you must reconfirm the eligibility of your business and your reported eligible employees. You must also provide information as to your current and projected GST turnover. This is not a retest of your eligibility, but rather an indication of how your business is progressing under the JobKeeper Payment scheme.

JobKeeper reimbursement from the Government may not be received until such time you complete and return this Checklist to our office for lodgement with the ATO.

Declaration for the month of:

April 2020

Name of entity:

Have you paid at least \$1,500 per eligible employee per fortnight? (Transitional arrangement: ATO will consider you have paid the first two fortnights even if paid late, provided it is paid by 8 May)

Number of eligible employees for JobKeeper fortnight 30 March 2020 – 12 April 2020

Number of eligible employees for JobKeeper fortnight 13 April 2020 – 26 April 2020

Do you have any changes in eligible employees? (for example: change of or leaving employment)

Have you identified all your eligible employees via STP? (i.e. Have you used JOB KEEPER – START setup in your STP software?)

If not, please provide employees' Full Name, D.O.B., and TFN, on this [spreadsheet](#).

Current turnover for the month of April 2020 (Net sales excluding input-taxed sales and sale of capital assets)

Projected turnover for the month of May 2020 (Net sales excluding input-taxed sales and sale of capital assets)

Do you have any changes in contact and bank details? If yes, please provide details:

I declare the information I have provided is true and correct.

I authorise Gibson & Partners to lodge this JobKeeper Business Monthly Declaration.

Signature

Name

Date