Salary Packaging of Parking @ the PA, Mater and Wesley Hospitals
St Leos College and T.R.I

Introduction

Employees of the University of Queensland are able to salary package parking costs incurred for parking at the PA, Mater and Wesley Hospitals; as well as Transitional Research Institute and St Leos College.

The conditions of packaging PA, Mater, Wesley and St Leos parking costs are:

♦ Buranda PA Multi-Level Parking, PA Parking, Mater Car Park- Raymond Terrace, The Wesley Hospital Multi-Level Parking and St Leos College only.
♦ Pre-paid weekly, fortnightly, and monthly tickets/permits only; with the exception of St Leos College where parking is paid per semester, or annually.
♦ Official tax invoices to be obtained and submitted.
♦ Completed coversheet attached to original invoice(s)
♦ One coversheet for all invoices
♦ Location of employment must be the PA, Mater or Wesley Hospital for hospital parking receipts
  Or
♦ UQ employees parking at St Leos College

Procedures

♦ Purchase weekly, fortnightly, monthly, per semester, or annual pre-paid ticket/permit and obtain a tax invoice from the parking provider.
♦ Submit the original tax invoice plus the required coversheet to:
  Employee Benefits Section, Level 5 JD Story Building (61).

   ✤ Invoice must not be older than 2 months from the date of submission.

The benefit to the employee is a reduction in their fortnightly PAYG tax, not the reimbursement of the total costs incurred.

Fees and Charges

The University will apply an administration fee of 2% which is included in the salary packaging process.

Contact Details

For further information contact the Employee Benefits Office on (07) 3365 1019 or (07) 3365 4668.
Level 5, JD Story Building (61).