Money Claim Guide

Thank you for filling out the guide and providing the following information. The personal details in the table below have been left blank for you to fill in.

|  |  |
| --- | --- |
| Details | |
| Full Name | {{first\_name}} {{last\_name}} |
| Home Address |  |
| Email Address |  |
| Phone Number |  |
| Name of Officer at the Working Women’s Centre |  |
| Employee Status | {{work\_status}} |
| Award Name | {{the\_award}} |

{%p if work\_status != ‘Casual’ or regular\_hours == ‘Yes’ %}

The table below will list the number of hours being worked within a week, the pay per hour, the rates per hour according to the award, and the difference in the hours.

|  |  |  |  |
| --- | --- | --- | --- |
| Working Details | | | |
| How many hours do you work in a week? | How much do you get paid an hour? | The amount according to the award? | The hourly rate difference |
| {{hours\_week}} | {{ currency(paid\_hour) }} | {{ currency(award\_paid\_hour) }} | {{ currency(rtDifference) }} |

{%p endif %}

{%p if work\_status == ‘Casual’ and regular\_hours == ‘No’ %}

The table below will list the number of hours being worked within the provided week, the pay per hour, the rates per hour according to the award, and the difference in the hours.

| Casual Work Details | | | | |
| --- | --- | --- | --- | --- |
| Week Starting | Hours Worked | Hourly Rate | Hourly Rate According to Award | The Hourly Rate Difference |
| {%tr for item in casualHours %} | | | | |
| {{item.name}} | {{item.hours}} | {{ currency(item.pay) }} | {{ currency(item.award) }} | {{ currency(item.difference) }} |
| {%tr endfor %} | | | | |

{%p endif %}

The tables below display the differences between the award amount and the amount you have provided. The difference calculated is the amount owed to you by the employer.

Note: If the difference figure shows a minus, it means you are being paid above the award for that entitlement.

{%p if paid\_overtime == ‘Yes’ %}

| Overtime | | | |
| --- | --- | --- | --- |
| Name | Award Amount | Provided Amount | The Difference |
| Overtime: {{hours\_overtime}} | {{ currency(overtime\_award) }} | {{ currency(amount\_overtime) }} | {{ currency(otDifference) }} |

{%p endif %}

{%p if penalty\_rates == ‘Yes’ %}

|  |  |  |  |
| --- | --- | --- | --- |
| Penalty Rates | | | |
| Name | Award Amount | Provided Amount | The Difference |
| {%tr for rate in penRates %} | | | |
| {{rate.name}} | {{ currency(rate.penRateAward) }} | {{ currency(rate.paid\_rates) }} | {{ currency(rate.difference) }} |
| {%tr endfor %} | | | |

{%p endif %}

{%p if what\_allowance == ‘Yes’ %}

| Allowance Rates | | | |
| --- | --- | --- | --- |
| Name | Award Amount | Provided Amount | The Difference |
| {%tr for allowance in allowances %} | | | |
| {{allowance.name}} | {{ currency(allowance.allowance\_award) }} | {{ currency(allowance.amount\_allowance) }} | {{ currency(allowance.difference) }} |
| {%tr endfor %} | | | |

{%p endif %}

{%p if public\_holiday\_rates == ‘Yes’ %}

| Public Holiday | | | |
| --- | --- | --- | --- |
| Name | Award Amount | Provided Amount | The Difference |
| {%tr for day in pubHol %} | | | |
| {{day.name}} | {{ currency(day.public\_holiday\_award) }} | {{ currency(day.paid\_public\_holiday\_rates) }} | {{ currency(day.difference) }} |
| {%tr endfor %} | | | |

{%p endif %}

{%p if work\_status != ‘Casual’ and leave\_entitlement == ‘Yes’ and leave\_owing == ‘Yes’ %}

| Leave Payment | | |
| --- | --- | --- |
| Name | Amount |  |
| Leave | {{ currency(leave\_owed) }} | This will be paid in accordance with National Employment Standard |

{%p endif %}

{%p if other\_payment == ‘Yes’ %}

| Other Payment | | | |
| --- | --- | --- | --- |
| Name | Award Amount | Provided Amount | The Difference |
| {%tr for others in otherPayment %} | | | |
| {{others.name}} | {{ currency(others.amount\_award) }} | {{ currency(others.amount) }} | {{ currency(others.difference) }} |
| {%tr endfor %} | | | |

{%p endif %}