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Thinking ahead and beyond



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YOU ARE HERE: [HOME](#) > [NEWSLETTERS](#) > [NEWS ARCHIVES](#) > [JOBKEEPER 3.0 REMINDER](#)

Reminder - JobKeeper 3.0!

JobKeeper 3.0 - 1 July 2020 Eligible Employees

As per our newsletter sent earlier in August, the **DEADLINE** to top-up your 1 July 2020 'eligible employees' under JobKeeper 3.0 is **TODAY**.

To recap - the definition of an Eligible Employee has been **expanded** to include those employed as at **1 July 2020** as opposed to the original 1 March 2020 in JobKeeper 1.0.

All new employees who have been 'on-boarded' since 1 March 2020 may now be considered as possible Eligible Employees.

These "new" potential Eligible Employees may be included in the August 2020 JobKeeper Claim Submission provided that they have met the Minimum Gross Wages of \$1,500 per fortnight for:

- JobKeeper Fortnight (FN#10) ending 16 August 2020
- JobKeeper Fortnight (FN#11) ending 30 August 2020

If your business employs any person that meets the criteria as 1 July 2020 newly Eligible Employee for JobKeeper 3.0, you must:

1. Establish the individual's Eligibility - See **Employee Test Requirements**
2. The employee must sign the **Employee Nomination Notice**
3. Make any necessary 'top-up' payments to the employee by **TODAY**

Should you need any further assistance, please **contact us** as soon as possible.

August 2020 JobKeeper Claim

As per previous months, this week the monthly ASK Questionnaire will be emailed to all businesses on our register who engage us to process the JobKeeper claims on their behalf. Please look out for this email and return your information as quickly as possible.

Employsure Event

All clients of Mark Trovato Chartered Accountants are invited to attend a FREE HR Workshop here in Busselton hosted by employment experts, Employsure.

Date: Wednesday, 2nd September 2020

Venue: The Goose

Time: 8:30am to 10:30am

[REGISTRATION LINK HERE](#)

This is a fantastic opportunity to keep up to date with the ever-changing rules and regulations surrounding employment obligations. For more information, please **[click here](#)**.

Online Bookings

Further to the enhancements of our office procedures, we are pleased to launch our new online booking system. For ease of scheduling and cancelling your appointments with our team members, we welcome the use of our new appointment booking service. If you prefer good old fashioned service, **Jess** or **Sapphira** are always only a phone call away to schedule a meeting for you!



And of course, if you have any questions, comments, or suggestions please don't hesitate to [contact us](#) at any time. We'd love to hear from you!

Kind Regards

The Team

Mark Trovato Chartered Accountants

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[Home](#) / [General](#) / JobKeeper Payment

JobKeeper Payment

The JobKeeper Payment scheme supported Australian businesses significantly impacted by coronavirus (COVID-19).

JobKeeper finished on 28 March 2021. In most circumstances, the scheme's last day for payment was 31 March 2022.

Last modified: 29 Apr 2022

QC 62

Feedback

Our commitment to you

We are committed to providing you with accurate, consistent and clear information to help you understand your rights and entitlements and meet your obligations.

If you follow our information and it turns out to be incorrect, or it is misleading and you make a mistake as a result, we will take that into account when determining what action, if any, we should take.

Some of the information on this website applies to a specific financial year. This is clearly marked. Make sure you have the information for the right year before making decisions based on that information.

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JobKeeper payment – employee notices

If you are a business and have been impacted by the coronavirus (COVID-19), you may be eligible to access the JobKeeper Payment.

Nomination notices

If you have enrolled – or intend to enrol for – JobKeeper payments, you need to complete the *JobKeeper employee nomination notice* to:

- notify your eligible employees that you intend to participate in the scheme
- ask them if they agree to be nominated and receive payments from you as part of the scheme.

Feedback

If you haven't provided all your relevant employees with an employee nomination notice within the required time, you need to do this as soon as possible.

Next steps:

- Download the [JobKeeper employee nomination notice \(PDF, 226KB\)](#) (</workarea/downloadasset.aspx?id=63427>) or [JobKeeper employee nomination notice \(DOCX, 75KB\)](#) (</workarea/downloadasset.aspx?id=63426>) in accessible format.
- [Create your own employee nomination notice \(/General/Jobkeeper-Payment/\)](#) if it is not practical to have each employee complete and return the ATO version to you.

Both you and the nominated employee need to complete the form. You do not need to send this notice to us. However, you should keep a record to document that your employee has agreed that you claim the JobKeeper payment for them.

We do not need your employee's signature. A nomination notice can be submitted to you through:

- your internal business process – for example, a business HR portal, or
- the employee's own form of communication channel – for example, email.

You may have requested your employee's signature, but it is not practical for them to provide it in the notice. In that case, it would be reasonable to accept the action of the employee sending you an email as a form of signature.

Note: You should **not** use this *JobKeeper employee nomination notice* if you are intending to claim JobKeeper payments for an eligible business participant for example a partner in a partnership, an adult beneficiary of a trust or a shareholder or director of a company or a sole trader. A different nomination process will be required.

If you can't download the form, you can:

- [order a copy online \(/About-ATO/Contact-us/order-publications/\)](#) – search for NAT 75294-04 2020
- obtain a copy by phoning our publications ordering service on **1300 720 092**.

Employees re-employed after 1 July 2020

Employees need to provide an additional notice to you if:

- they had previously provided you with an employee nomination notice
- they stopped being employed by you before 1 July 2020, and
- they were re-employed by you after 1 July 2020.

This notice must be provided to you in writing and must contain the following:

- details of the employee
 - full name
 - contact phone number and/or email address
- a statement about whether the employee has given a nomination notice to another entity.

If the employee has given a nomination notice to another entity, you cannot claim JobKeeper payments for them after you re-employ them.

The employee must provide the notice to you within 7 days of becoming re-employed.

There is no prescribed way the form must be provided. Employees can submit the notice through:

- your internal business processes – for example, a business HR portal, or
- the employee's own form of communication channel – for example, email.

The notice does not need to be sent to us, but you should keep a copy for your records in order to substantiate your claim.

See also:

- [ato.gov.au/jobkeeper \(/general/JobKeeper-payment/\)](https://ato.gov.au/jobkeeper (/general/JobKeeper-payment/)).

For details about the information we collect see [Privacy notice – JobKeeper \(/About-ATO/Commitments-and-reporting/In-detail/Privacy-and-information-gathering/Privacy-notices/JobKeeper-privacy-notice/\)](https://ato.gov.au/About-ATO/Commitments-and-reporting/In-detail/Privacy-and-information-gathering/Privacy-notices/JobKeeper-privacy-notice/).

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