Meal Entertainment Reference Guide

How do I start salary packaging Meal Entertainment?

- Apply for a Meal Entertainment Card, simply contact us to get started Please note fees vary between employers, contact us to find out fees applicable for you.
- Upload your meal entertainment receipt/s in the MySalPack app, available in the app store or <u>online</u>

Contact us

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Meal entertainment is expenditure on:

- (a) entertainment by way of food and drink or
- (b) accommodation in connection with, or for the purpose of facilitating, entertainment by way of food and drink.

NB: Food and drink consumed by the employee alone and/or food and drink consumed during work time or overtime on the employer's premises is not meal entertainment.

Examples of Meal Entertainment

- ✓ Food provided in a social setting e.g. hotel restaurant, café, coffee shop, etc.
- ✓ Drinks/food while on holidays
- √ Food/drinks for two or more people
- Weekends away or holiday accommodation

Examples of non Meal Entertainment

- X Takeaway/drive thru
- X Home delivery meals for immediate consumption
- X Home delivery of frozen or pre-prepared meals
- Meals for one
- X Meals costing less than \$15.00
- X Drinks only
- X Tickets to events, movies, or sporting events
- X Food consumed at movies, theme parks, airlines or sports events
- × Parking and petrol costs
- X EFTPOS receipts only
- X Groceries, unless self-catered function

Examples of acceptable Meal Card Purchases

- Purchase of food and drink only
- Meals over \$15.00
- √ Food/drink for two or more
- Food provided in a social setting e.g. hotel restaurant, café, coffee shop, etc.
- Vending machine purchases are not considered as meal entertainment
- Parking and petrol costs are not allowable for meal entertainment expenses
- Unauthorised use of the Meal Entertainment card is subject to audit

How much can I claim for meal entertainment?

Depending on your employer, you may be able to package up to \$2,650 each FBT year. The Meal Entertainment cap is in addition to the existing salary packaging cap limit for everyday living expenses (for example, mortgage or rent).

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