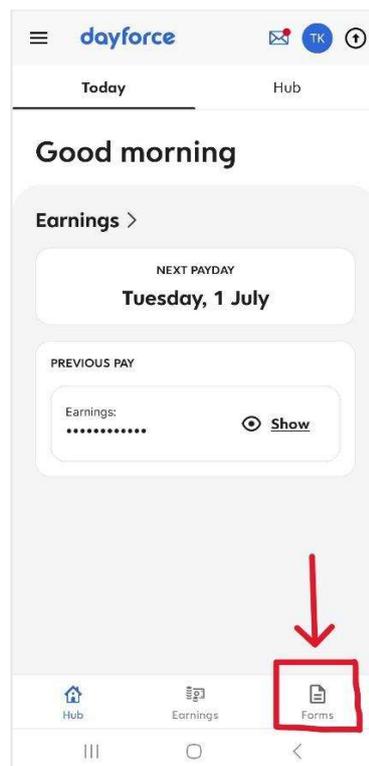




## Updating Your Bank Details, Tax Details and Superannuation Details in Dayforce

### Using the Dayforce application.

1. After logging in, select 'Forms' in the bar at the bottom of the page.



2. Select the relevant form. We have highlighted the three forms that are most used, and where to find them.



11:09 91%

Forms

My form submissions

Search forms

Search Reset

29 Results

General forms (12)

- Address
- Car Mileage Reimbursement form
- Employee Contribution
- Employee Payment Request EVT
- Minimum Guaranteed Hours Agreement
- New Salary Sacrifice
- Parental Leave
- Superannuation standard choice
- Superannuation voluntary contribution request
- Tax code declaration form
- TFN declaration form
- Work from Home Checklist

Update your Superannuation Details

Update your Tax File Number/Tax Details

Update your Bank Details

11:09 91%

- Address
- Car Mileage Reimbursement form
- Employee Contribution
- Employee Payment Request EVT
- Minimum Guaranteed Hours Agreement
- New Salary Sacrifice
- Parental Leave
- Superannuation standard choice
- Superannuation voluntary contribution request
- Tax code declaration form
- TFN declaration form
- Work from Home Checklist

People Policy (12)

Personal (4)

- ATO employee commencement form
- Direct deposit
- Employee commencement ATO superannuation detail form
- Name and marital status

Professional (1)

Upload new certificate

**Note:**

When updating your bank details be sure to fill out both the account number box and the re-enter account number box.

**Using a Computer**

1. Select 'Profile' in Quick Links on the home page



X EVTELEVATE

- Hub
- Careers
- Learning
- Profile
- Work
- Earnings

2. Select 'Forms' in the bar below your personal details.

3. Select the relevant form. We have highlighted the three forms that are most used, and where to find them.

Personal ▾ Career ▾ **Forms** Settings ▾

## Forms

My form submissions ↕

Search forms Search Reset

29 Results

General forms (12)

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- ATO employee commencement form
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- Name and marital status

Update your Superannuation Details →

Update your Tax File Number/ Tax Details →

Update your Bank Details →

**Note:**

When updating your bank details be sure to fill out both the account number box and the re-enter account number box.