

customer reimbursement claim form

Participant Name:		Claimant Name:	
NDIS Number:		Relationship to Participant:	
Address:			
	Postcode:		
Bank Account Details	Account Name:		
	BSB:	Account Number:	
Date sent to LN:			

DETAILS OF CLAIM

Receipt/Invoice Date	Funding category or description	Receipt with ABN No.	Receipt/Invoice No.	Amount Paid (GST inclusive)
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
		<input type="checkbox"/>		\$
Total amount of this payment request (GST inclusive)				\$

For clarification on any item, please check out the [NDIS Would We Fund It Page](#), which includes examples of commonly requested items that we find can cause confusion.

Receipt must be a valid receipt or proof of purchase must include the business name and Australian business number (ABN) the date of supply and details of the product or service.

By signing below you declare that the supports claimed have been received and paid for in full and that they meet the 'reasonable and necessary' legislation of the NDIS, and are within the goals of my funding plan

Signature
Print Name

using your plan

what can you spend your funding on?

Consider the following things when deciding what to buy with your NDIS funding:

Question	Yes/No
1. Will the support or service help you to achieve the goals in your NDIS plan?	
2. Is the cost of the support or service reasonably priced and is it the best value for money compared to other supports?	
3. Can you afford the support or service within your approved NDIS budget? Remember, your funding needs to last the entire period of your plan.	
4. Will the support or service help you find or keep your job, help with your education, improve how you connect to your local community and improve the relationships you have with family and friends? It should not replace supports that would usually be provided by family, friends and within your community..	
5. Is the support or service something that should be funded by other government services instead? For example, dental, health or hospital services, education, housing and public transport. Note: the NDIS will fund some supports, such as disability-related health services, where they are part of the participant's daily life and result directly from the participant's disability. Remember, all communities should have facilities and activities that are inclusive and accessible to people with disability.	
6. Will the support or service help you to participate in activities with friends and other members of your community, or help you to find or keep a job?	
7. Is it safe? Your supports and services should not cause you any harm or put other people at risk.	

Who can you buy services from?

You have choice and control about what supports and services you need to achieve your goals, where and when they are provided and by whom. Some participants ask family or friends to help them make these decisions, while others may ask their ECEI Coordinator, LAC or Support Coordinator for help.

What is a service provider?

A service provider is a person, business or organisation that delivers funded services. Service providers have different areas of experience and expertise so it's important to work out what you want and find the right providers for you. Providers can include large companies, charities, small not-for-profits, sole traders, or any other type of business.

Providers that are registered with the NDIS Quality and Safeguards Commission are called 'NDIS registered providers' and meet government quality and safety standards. To find out more about the independent commission visit [ndiscommission.gov.au](https://www.ndiscommission.gov.au)

If your NDIS funding is NDIA-managed you can only use NDIS registered providers to deliver your services. If you have been working with a support worker or provider for a number of years who is not an NDIS registered provider, encourage them to register so you can continue to work with them using your NDIS funding.

Participants whose NDIS funds are self-managed or managed by a Plan Manager can use NDIS registered providers and non-registered providers.