PUT ON YOUR LETTERHEAD - Letter from you as the employer, giving a confirmation to your employee of the JobKeeper Nomination, to be forwarded to nominated employees after 4 May 2020 following the employer’s completion of their JobKeeper Payment claim

Date

Employee name

Dear First Name,

**Confirmation of JobKeeper nomination**

Thank you for completing and returning your JobKeeper Employee Nomination Notice where you agreed to being nominated by us as your employer under the JobKeeper scheme. We are pleased to confirm that we have submitted your nomination to the Australian Taxation Office.

As you would be aware, you can only nominate one employer for JobKeeper payments. If more than one employer has been nominated by you, you will be ineligible for JobKeeper payments from any employer and will be required to repay any JobKeeper payments received.

Once registered with an employer, you cannot change your registration. If you become ineligible, your JobKeeper payments will cease.

Yours sincerely,