

Form

Form Name:	Statutory Declaration Form (For Use with Parental Leave Request)
Updated:	July 2019
Endorsed By:	Directors
Form Code:	FORM009

Statutory Declaration

(must be completed for Parental Leave Request only)

I _____ of _____
Employee Name **Employee Address**

do solemnly and sincerely declare as follows:

- I shall be applying for a period of parental leave, as the primary caregiver (meaning that you will assume the principal day to day care of the child), between the period of _____ to _____ being a total of _____ weeks.
- This leave will be made up of:
 - Annual Leave
 - Long Service Leave
 - Unpaid Parental Leave
- The period of parental leave which I shall take and the period of parental leave my partner shall take will not, when combined, exceed 24 months.
- The (expected) date of arrival of my child is _____.
- I agree to notify RJA if circumstances change in relation to primary care arrangements for my child during the period of paid leave;

6. During the period of parental leave I will not engage in any conduct inconsistent with my contract of employment. I will not engage in other paid employment and I will remain the primary care giver of the child at all times during the period of parental leave.

I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the relevant State Act*

(The declaration must be signed by a person authorized to witness a statutory declarations, such as a Justice of the Peace, a member of the Police Force, a solicitor or a bank manager. This person must also witness the employee's signature).

Employee's Signature _____

Date _____

Witness Name (please print) _____

Witness Signature _____

Date _____

Related Resources, Tools and Links

- CL001 – Parental Leave Checklist
- FORM002 – Leave Request Form

Contact & Further Information

For further assistance please contact your direct manager.

Form Owner

Directors – RJA

Note: This declaration forms part of a contract between you and RJA.