

## Claim for assistance dog expenses

Information about claiming reimbursements for assistance dog expenses under DVA's Assistance Dog Program can be found at <a href="https://www.dva.gov.au/dogs">www.dva.gov.au/dogs</a>.

## Filling in your claim:

- If completing by hand, use a BLACK PEN and write in BLOCK LETTERS, tick boxes where required.
- Accounts must be paid in FULL, with itemised receipts scanned or attached to claim form.
- Claim period, you must lodge your claim within 12 months of the expenses.
- If possible, please limit your claims to once per quarter.

**Privacy notice** – Your personal information is protected by law, including the *Privacy Act 1988*. Your personal information may be collected by the Department of Veterans' Affairs (DVA) for the delivery of government programs for war veterans, members of the Australian Defence Force, members of the Australian Federal Police and their dependants.

Go to www.dva.gov.au/privacy for more information about how DVA manages personal information.

	Claimant's details	
1	DVA file number	
2	Surname	
3	Given name(s)	
4	Contact number	[ ] Mobile
5	Email address	
	Reimbursement claim details	

## 6 Details of reimbursement(s) being claimed

Item or service claimed	Name of vet or store	Date of purchase/service (dd/mm/yyyy)	Paid amount	Benefit received from pet insurance
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
	\$	\$		

	Bank details						
7	My bank details are up to date with DVA	Yes	To make sure your details are up to date, log in call DVA on 1800 VETERAN (1800 838 372).  DVA will never phone you directly to ask for you	·			
	Additional information						
8	Additional information Use this space to provide any additional information in relation to your claim for assistance dog expenses						
		L					
	Claimant's or authorised person's declaration						
9	Declaration		are that the details I have provided in this form a nowledge.	re correct to the best of			
		• I unde	erstand that giving false or misleading informatio	n is a serious offence.			
	Claimant's or authorised person's signature			Date (dd/mm/yyyy)			
	,						
Remember to attach the following documents:							
	Attach a scanned copy or a photocopy of all paid itemised receipts or tax invoices.						
	Pet Insurance: Include proof of payment, NOT policy documentation e.g. your payment receipt or bank statement showing itemised direct debits.						
	Pet Insurance claims: If you have made a claim through your Pet Insurance, please ensure you provide a copy of your insurance fund statement which shows your out of pocket costs.						
	Send the completed form and suppo	rting docum	nentation to DVA, via email (preferred)				
	Assistance.Dogs.Requests@dva.gov.au						
	Or post to:						

Provider Hotline: 1800 550 457 - choose Option 1 for Aids & Appliances provided under the RAP.

**Department of Veterans' Affairs** 

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