

# Sage WageEasy

## Setting up Salary Sacrifice Deduction

### Sage WageEasy – Salary Sacrifice Deduction

**Purpose:** The purpose of this fact sheet is to explain how to set up a before tax deduction for employees that have a salary sacrificing arrangement. The employee has a deduction set up specifically to reduce their taxable or gross income. This is a salary sacrifice and often worked into salary packages. Examples of this would be an employee salary sacrificing for a computer, car, mortgage, rent, etc. This factsheet does **NOT** relate to Superannuation Salary Sacrifice.

Go to Setup>Allowances>Add>Next>Standard Allowance>Next>

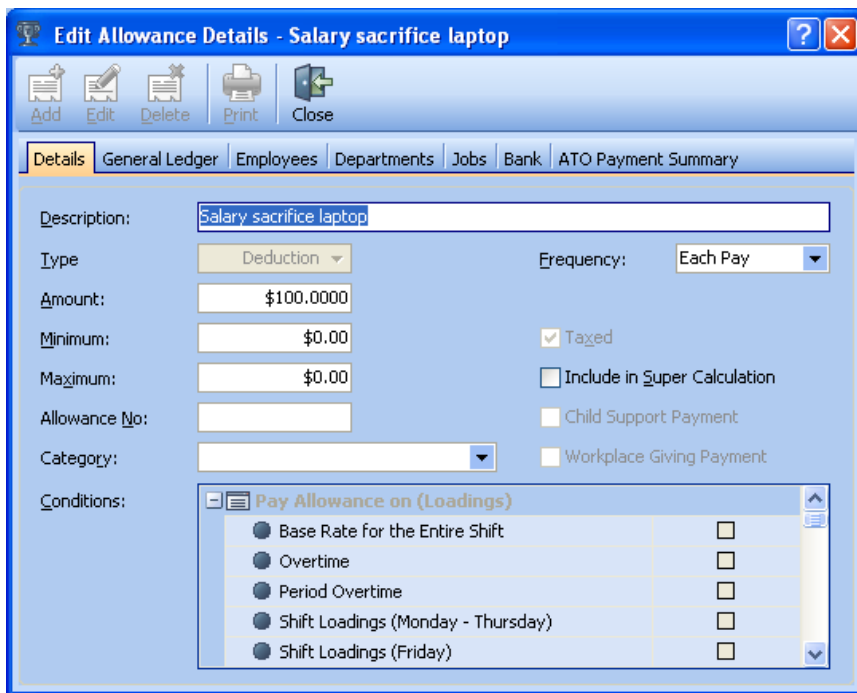
**Description** = The words Salary Sacrifice or SalPac at the start of the description this will enable the allowance to report correctly in Sage WageEasy. i.e. If the salary sacrifice is for a laptop then Salary Sacrifice Laptop would be appropriate.

**Type** = Deductions

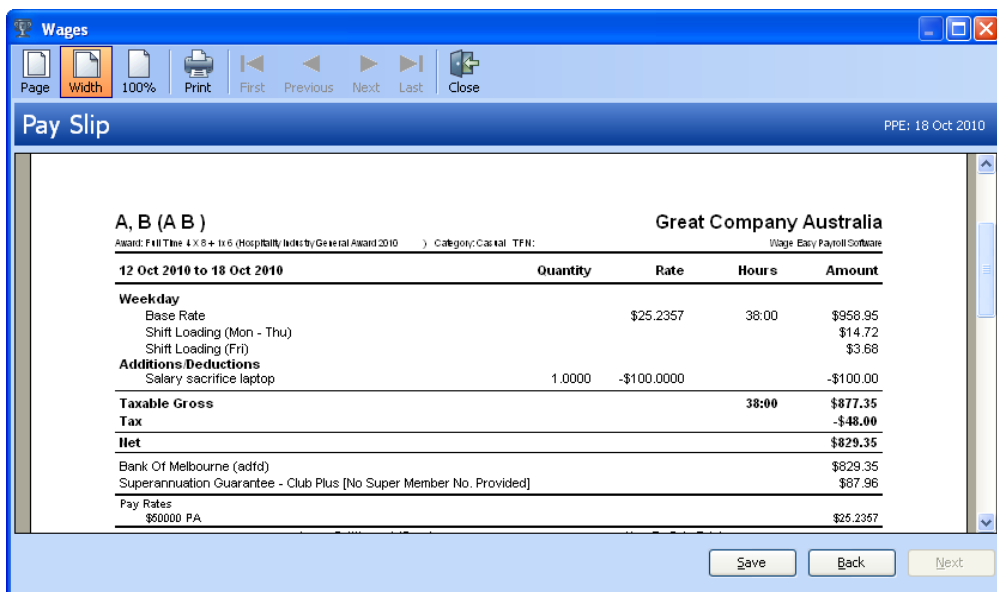
**Taxed** = Must be ticked

**Frequency** = Each Pay

**Amount** = Per Pay dollar value of the salary sacrifice



After Creating the Salary Sacrifice Allowance the allowance will need to be added to the Employee file>Payments>Allowances>Add Example Payslip:



For further information, please contact the support team by calling 1300 924 332 or emailing [support.wageeasy.au@sage.com](mailto:support.wageeasy.au@sage.com)