

	Travel Allowance Guidelines For Apprentices	Reviewed: July 2025	Page 1 of 1
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Apprentice: Does EGT or my Host Employer Reimburse Apprentice Parking Fees?

EGT: Generally, no. Sometimes a host employer may agree to pay for parking, but they are not obligated to.

EGT: Are you getting a travel allowance?

Apprentice: Yes.

EGT: The travel allowance is paid to cover your Travel and Expenses which includes parking. There are four main scenarios:

1. Start at Depot

The apprentice starts at a nominated time at the host employer's depot. No Travel allowance, hourly rate starts at the agreed time to start work at the depot.

Example: A second year apprentice is asked to start at 7am at the host employers' workshop (depot). The apprentice is paid \$5.50 (65% x \$8.46) per day in "Travel time allowance" for travel and expenses. No other travel allowance is paid. Paid work starts at 7am.

2. Start On Site with Host Employer - Host Employer providing free transport

Host Employer picks up the apprentice and takes the apprentice to site where the workday starts. The Apprentice is paid \$4.94 per day and a percentage (depending on your apprenticeship year - see the modern award 16.4) of \$8.46 "Travel time allowance" for travel and expenses (see clause 18.6 of the modern award).

Example: The Host Employer collects a first year apprentice from home and they start at the worksite at 7am. The apprentice is paid \$4.94 because the host provided free transport and \$4.65 (55% x \$8.46) per day in "Travel time allowance" for travel and expenses. Paid work starts at 7am.

3. Start On Site (less than 50 kms from the Host Employer's depot) - Apprentice getting themselves to site

The apprentice is getting their own way to the work site, either by own car, public transport, uber etc. The apprentice is paid \$27.52 per day and a percentage (depending on your apprenticeship year – see the modern award 16.4) of \$8.46 "Travel time allowance" for travel and expenses to cover the cost of starting on site.

Example: A third year apprentice starts on site at 7am so he drives to site and parks in a multi-story car park opposite the site. The apprentice is paid \$27.52 per day and \$5.92 (70% x \$8.46) per day in "Travel time allowance" for travel and expenses.

Paid work starts at 7am.

4. Start On Site (more than 50 kms from the Host Employer's depot) - Apprentice getting themselves to site

Same as above with the apprentices time also paid for the time travelled over 50 kms, see clause 18.6(d)(ii) of the Modern Award.

For more information regarding Travel Time Allowance, please refer to the following document:

- Electrical, Electronic and Communications Contracting Award 2020 Modern Award (MA000025)
https://www.fwc.gov.au/documents/documents/modern_awards/award/ma000025/default.htm
- Sections:
- | | |
|------|-------------------------------------|
| 16. | Minimum rates and Classifications |
| 16.4 | Apprentice minimum rates (a) or (b) |
| 18. | Allowances |
| 18.6 | Travel and expenses |

Please Note:

- You could also check with the Australian Tax Office or your accountant and ask if your parking receipts can be claimed under expenses to get to work.
- The above is a **guide only** and apprentices should contact EGT Payroll if they require further information.
- These figures are current as of 1 July 2025 and are subject to change.