

ACT LONG SERVICE LEAVE AUTHORITY



Building and Construction Industry

Entitlements for Employees registered prior to 1 July 2012

Credited Days	Basis of Claim
2200 + 10 years or more	Long Service Leave/Payment
	 If employed – your employer will need to grant you permission to take leave (full completion of "Employers Declaration" required) and if payment only (full completion of "Employers Confirmation" required).
	 If unemployed – answer no to "Are you currently employed?" therefore "Employer's Declaration" section not required to be completed.
1100 – 2199 Less than 10 years but more than 5 years	Leaving the Industry
	It must be your intention not to return to work in the building and construction industry.
	 Statutory Declaration will need to be completed on the claim form stating your intended occupation. There is a mandatory 20 week waiting period from the date you finished working in the industry before receiving payment.
55 – 1099 Less than 5 years	Total Incapacity
	 A certification on our claim form from a medical practitioner stating the nature of your illness or injury and that you are unable to return to work in the building and construction industry.
	Age Retirement (55 years of age) or Veteran Affairs Pensioner
	 Copy of birth certificate, driver's licence or passport as proof of age.
	<u>Deceased</u>
	 Beneficiary to provide death certificate and complete a statutory declaration.



ACT LONG SERVICE LEAVE AUTHORITY



Building and Construction Industry

Entitlements for Employees registered from 1 July 2012

Credited Days	Basis of Claim
2200 + 10 years or more	Long Service Leave claim (payment claim not applicable)
	 If employed – your employer will need to grant you permission to take leave (full completion of "Employers Declaration" required)
	 If unemployed – answer no to "Are you currently employed?" therefore "Employer's Declaration" section not required to be completed.
1540 – 2199 Less than 10 years but more than 7 years	<u>Leaving the Industry</u>
	It must be your intention not to return to work in the building and construction industry.
	 Statutory Declaration will need to be completed on the claim form stating your intended occupation. There is a mandatory 20 week waiting period from the date you finished working in the industry before receiving payment.
1100 – 1540 Less than 7 years	<u>Total Incapacity</u>
	 A certification on our claim form from a medical practitioner stating the nature of your illness or injury and that you are unable to return to work in the building and construction industry.
	Age Retirement (55 years of age) or Veteran Affairs Pensioner
	 Copy of birth certificate, driver's licence or passport as proof of age.
	<u>Deceased</u>
	 Beneficiary to provide death certificate and complete a statutory declaration.