

The Corporation is required to cancel the registration of workers who fail to record service for a period of 4 consecutive financial years. By applying for 'Service Preservation Days' you may be able to extend the time that you are allowed to be out of the industry and therefore avoid cancellation of your registration.

Currently you can apply for 'Service Preservation Days' if you are:

- Unable to work due to pregnancy
- Receiving a carer's payment
- Performing building and construction work while employed by a government authority or local council under an arrangement where you were not entitled to accrue long service benefits for that period.

For example, if you haven't worked in the industry for 3 years and then are unable to work because you are receiving a carer's pension 'Service Preservation Days' can protect your registration and recorded service. If you were able to return to work in the industry after say 3 years on a carer's pension (a 6 year break from the industry) your registration and service would still be there.

It is important to note that you do not receive service credits for these periods. 'Service Preservation Days' do not increase your service balance but can prevent your registration from being cancelled if you know you will be returning to the industry.

If you would like more information about 'Service Preservation Days' please contact our **Helpline** on **13 14 41**.



**BUILDING & CONSTRUCTION INDUSTRY  
NOTIFICATION OF INABILITY TO WORK OR RECORD SERVICE**



The Corporation can protect your record from possible cancellation if you were unable to work or record service for any of the reasons shown in **PART 3** of this form.

**PART 1 - PERSONAL DETAILS**

Worker Registration Number

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Date of Birth

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First Name/s

Family Name/s

Number and Street or PO Box - the address you would like mail to go to

Suburb

State

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Postcode

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Phone

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Mobile

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Email

**PART 2 - PERIOD I WAS UNABLE TO WORK/RECORD SERVICE**

I was unable to work from:

|   |  |   |  |   |  |  |  |    |   |  |   |  |   |  |  |  |
|---|--|---|--|---|--|--|--|----|---|--|---|--|---|--|--|--|
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**PART 3 - REASON I WAS UNABLE TO WORK/RECORD SERVICE**

Tick the appropriate box

- I was pregnant. A medical certificate confirming the duration of my pregnancy, the date I ceased work and the date of birth is attached.
- I was receiving a carer's payment. Proof of receipt of carer's allowance (eg letter from Centrelink) is attached.
- I was performing building and construction work while employed by a government authority or local council under an arrangement that did not provide for the making of long service benefits to me. Proof of employment and a letter confirming that I was not entitled to accrue long service benefits for that period is attached.

**PART 4 - DECLARATION BY APPLICANT**

I declare that the information I have given in this declaration is true and correct. I make this declaration with the knowledge that a false or misleading statement may result in a penalty of up to \$5,500 under the provisions of Section 58A of the Building and Construction Industry Long Service Payments Act 1986.

Name

Signature

Date

|   |  |   |  |   |  |  |  |
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| D |  | M |  | Y |  |  |  |
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**RETURN**

**Please complete and return to:**

Scan and email to [info@longservice.nsw.gov.au](mailto:info@longservice.nsw.gov.au) **or** Post to Locked Bag 3000, Central Coast MC, NSW 2252