

# HOW TO READ GUIDE BUILDING AND CONSTRUCTION INDUSTRY ANNUAL STATEMENT 2017 - 2018

## PLEASE NOTE - THIS IS A SAMPLE ONLY

### BUILDING AND CONSTRUCTION INDUSTRY ANNUAL STATEMENT 2017 - 2018

Sample  
00 Sample Street  
SAMPLE NSW 0000

<b>A</b>	Registration No:	W1234567
<b>B</b>	Date Generated:	28 September 2018

<b>C</b>	Unclaimed Service at 30 June 2018	2 Yrs 110 Days
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Total recorded service at 30 June 2017	<b>D</b>	1 Yrs 110 Days
Adjustments for previous years	<b>E</b>	
<i>Employer</i>	<i>Period</i>	
Sample Pty Ltd	01/07/1996 TO 30/06/1997 (Late)	<b>I</b>
Sample Pty Ltd	11/05/2011 TO 30/06/2011	
Adjusted recorded service at 30 June 2017	<b>F</b>	12 Yrs 110 Days
Service for 2017 - 2018	<b>G</b>	
<i>Employer</i>	<i>Period</i>	
Sample Pty Ltd	01/07/2017 TO 10/11/2017	
Sample Pty Ltd	01/07/2017 TO 30/06/2017	
Days credited for 2017 - 2018	<b>H</b>	1 Yrs 0 Days
Total recorded service at 30 June 2018	<b>I</b>	2 Yrs 110 Days
Claimed service at 30 June 2018	<b>J</b>	2 Yrs 0 Days
Unclaimed service at 30 June 2018	<b>K</b>	2 Yrs 110 Days

- A** This is your worker registration number. You should quote this number when dealing with the Corporation.
- B** This is the date we took the information on your statement from our system.
- C** This is how much service you had recorded on 30 June 2018.
- D** This is how much service you had recorded on 30 June 2017.
- E** Service listed in 'Adjustments' is where changes have been made to your service record prior to 1 July 2018. If no changes were made, there will be nothing listed here.
- F** This is how much service you had recorded on 30 June 2017 after any change were made. If no changes were made there will be nothing listed here.
- G** This is a listing of all the work you have done between 1 July 2017 and 30 June 2018. If you have not worked in the industry, worked interstate or no service has been recorded for you, there will be nothing listed here.
- H** This is a total of the number of days you have recorded between 1 July 2017 and 30 June 2018. If you have not worked in the industry, or have failed to record your service, this total will be 0 days.
- I** This is a total of the number of days you have recorded since registering with the scheme.
- J** This is a total of the number of days you have claimed since registering with the scheme. If you have never been paid a claim this total will be 0 days.
- K** This is how much unclaimed service you had recorded on 30 June 2018.
- I** When your statement says late next to a period of service, this LATE means that your service was reported more than two financial years from the year the work was performed.

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Service is required to be reported within 2 financial years of the work being performed. Special reasons must be given for this service to be added to your record. These reasons must adequately explain why you didn't submit your certificates earlier.