



BUILDING & CONSTRUCTION INDUSTRY APPLICATION FOR PARTIAL LEVY EXEMPTION - NON-PROFIT

Non-profit charitable organisation - Non-profit sporting organisation - Non-profit voluntary organisation - Church

INSTRUCTIONS

Please use a blue or black pen and print all details using **CAPITAL LETTERS**. Select an appropriate box using a tick.

- Non-profit charitable, voluntary or sporting organisations and churches may claim a partial exemption from the levy for voluntary work.
- The maximum reduction in the levy is 50%.
- Irrespective of the partial levy exemption, the minimum levy payable cannot be reduced below \$50.00.
- In normal circumstances applicants should apply to the Corporation before any levy is paid.
- Where partial exemption is sought after paying the levy, such application **MUST** be made to the Corporation **within 12 months of payment**.
- A copy of the Articles of Association, Certificate of Registration or Charter or other suitable evidence of the organisation's status **MUST** be attached to this application.

PART 1 - APPLICANT DETAILS

Organisation Name

Position of Applicant

ACNC Number (Australian Charities & Not-for-Profits Commission)

First Name/s

Surname

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

Suburb/Town

State

Postcode

Phone

Mobile

Email

Non-profit voluntary organisation Non-profit sporting organisation Non-profit charitable organisation Church

! SUPPORTING DOCUMENTS MUST BE ATTACHED

PART 2 - SITE DETAILS

Address where the building/construction is to take place.

Number and Street

Suburb/Town

State

Postcode

PART 3 - COUNCIL DETAILS

Local Council Area - the Council area where the construction is to take place

DA - Development Application **CC** - Construction Certificate **CDC** - Complying Development Certificate

Number of **DA**, **CC** or **CDC**

Cost of works (inclusive of GST)

The **cost of works** should be the value accepted by the Approving Authority. **(MUST be inclusive of GST)**

Estimated cost of works (inclusive of GST) of your voluntary labour

There **MUST be a voluntary component** of the work performed by voluntary labour to be eligible for the partial exemption. **(MUST be inclusive of GST)**

! DO NOT MAKE ANY PAYMENT WITH THIS APPLICATION

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PART 4 - LEVY PAYMENT DETAILS

Please attach a copy of receipt showing proof of payment of the levy.

Amount Paid

\$							0	0
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Date Paid

D		M		Y			
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Where payment was made?

- Council (indicated in **PART 3**) Long Service Corporation Other

If other, provide details:

PART 5 - REFUND PAYMENT DETAILS

Such application **MUST** be made to the Corporation **within 12 months of payment**. All refunds will be paid via direct deposit. Refunds will be made to the nominated account of the applicant. The bank account details you provide on this form will be used to make your refund payment.

The Long Service Corporation will not accept liability for funds deposited into the wrong account due to an error in the BSB/Account number provided.

Bank Branch - where account was opened

BSB Number

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Account Holders Name/s

Account Number - **DO NOT** enter your card number

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PART 6 - DECLARATION

This application **MUST** be signed by the President, Chairman or Principal of the non-profit organisation and **MUST** be accompanied by a copy of the Articles of Association, Certificate of Registration or Charter or other suitable evidence of the organisation's status or ACNC Number.

I declare that the information provided on this form is true and correct to the best of my knowledge. 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. I authorise payment of the refund to be made into the bank account, as referred to in **PART 5**.

Name

Signature

Date

D		M		Y			
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RETURN

Please complete and return to:

-  Scan and email to levy@longservice.nsw.gov.au **or**  Post to Locked Bag 3000, Central Coast MC NSW 2252