

CONTRACTOR REGISTRATION APPLICATION

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CONTRACTORS DETAILS

SURNAME		GIVEN & MIDDLE NAME	
<input type="text"/>		<input type="text"/>	
MAILING ADDRESS			
<input type="text"/>			
SUBURB			POSTCODE
<input type="text"/>			<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
DATE OF BIRTH (DD/MM/YYYY)	TELEPHONE	MOBILE	
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EMAIL ADDRESS (CASE SENSITIVE)			
<input type="text"/>			
TYPE OF WORK YOU PERFORM (e.g. Labourer, Electrician, Carpenter etc)			
<input type="text"/>			

BACKDATED SERVICE INFORMATION

CONTRACTOR SERVICE CAN ONLY BE BACKDATED UP TO 12 MONTHS PRIOR TO THE LODGEMENT OF THIS REGISTRATION FORM. E.G. IF YOU REGISTER ON 01/12/2014, YOU CAN ONLY BACKDATE YOUR SERVICE TO 01/12/2013. (I.E. 12 MONTHS).

CONTRACTORS ARE ENTITLED TO BE CREDITED WITH ONE DAY OF QUALIFYING SERVICE IF THEY HAVE CARRIED OUT AT LEAST 6 HOURS OF CONSTRUCTION WORK DURING ANY WORK SHIFT.

BACKDATED SERVICE DETAILS

FOR BACKDATED SERVICE PLEASE PROVIDE SERVICE DAYS BROKEN UP INTO 6 MONTHLY RETURN PERIODS E.G. 1/1/YY TO 30/6/YY AND 1/7/YY TO 31/12/YY. DO NOT SHOW SERVICE DAYS WITHIN THE CURRENT RETURN PERIOD.

START OF RETURN PERIOD / START DATE DD/MM/YYYY	END OF RETURN PERIOD DD/MM/YYYY	SERVICE DAYS 156 DAYS MAXIMUM PER 6 MONTH PERIOD
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
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PLEASE SEE THE BACK OF THIS FORM FOR FURTHER DETAILS ON COMPLETING YOUR BACKDATING SERVICE.

INTERSTATE SERVICE

PLEASE [X] AND PROVIDE REGISTRATION NUMBER IF YOU ARE REGISTERED IN ANOTHER STATE OR TERRITORY FOR PORTABLE LONG SERVICE LEAVE

ACT REGISTRATION NUMBER	NSW REGISTRATION NUMBER	QLD REGISTRATION NUMBER	SA REGISTRATION NUMBER	TAS REGISTRATION NUMBER
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
VIC REGISTRATION NUMBER	WA REGISTRATION NUMBER			
<input type="text"/>	<input type="text"/>			

DECLARATION

I declare the details on this form are true and correct to the best of my knowledge.

SIGNATURE

DATE (DD/MM/YYYY)

OFFICE USE ONLY

APPROVED	<input type="checkbox"/>	REFUSED	<input type="checkbox"/>	BY	DATE	SCANNED	<input type="text"/>
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HOW TO COMPLETE YOUR BACKDATED SERVICE DETAILS

Nominate your start date. Remembering that you can only backdate your service 12 months prior to registration with the Scheme.

Nominate the end of the Return period. This will always be either 30/06/YY or 31/12/YY.

Return periods run for 6 months from January to June and July to December of each year.

START OF RETURN PERIOD / START DATE DD/MM/YYYY	END OF RETURN PERIOD DD/MM/YYYY	SERVICE DAYS 156 DAYS MAXIMUM PER 6 MONTH PERIOD
20 06 20 18	30 06 20 18	9
01 07 20 18	31 12 20 18	100
<input type="text"/>	<input type="text"/>	<input type="text"/>

Nominate the start of the next Return period. This will always be either 01/01/YY or 01/07/YY.

Provide the amount of days you have worked in between the Return period.

You cannot exceed more than 156 days in a 6 month reporting period.

PRIVACY

NT Build is collecting the information on this form for the purpose of administering the *Construction Industry Long Service Leave and Benefits Act*. In appropriate cases, the information may be accessed by government agencies, private organisations and members of the public as required or permitted by law, or where that information is required to be provided to another state authority for the purpose of making a Long Service leave payment to the beneficiary.

For more information please refer to the Privacy and Access policies (available at http://www.ntbuild.com.au/ntbuild/info_privacy_foi.shtml) issued in accordance with the *Information Act (NT)* or contact the Registrar, NT Build on 1300 795 855.