

Long Service and YOU.

It costs you nothing. Don't miss out!



WHAT IS LONG SERVICE?

Long service leave is a benefit available to most NSW workers, where they take two months of paid leave after they have worked for the same employer for 10 years and one month of paid leave for every five years of service after the first 10 years.

WHY IS CLEANING DIFFERENT?

In the cleaning industry, it is unusual for someone to work for the same employer for 10 years. To make sure cleaning workers have the opportunity to access a similar benefit to everyone else, a special 'portable' long service scheme was set up.

WHAT IS THE LONG SERVICE CORPORATION?

The Long Service Corporation is a statutory body of the NSW Government which is responsible for the management of portable long service schemes for workers in both the building and construction and contract cleaning industries.

WHAT DOES 'PORTABLE' LONG SERVICE MEAN?

'Portable' long service means your long service record is based on service in the NSW cleaning industry, not just with one employer. This means that regardless of how many employers you have worked for, your long service entitlements will continue to grow when you work in the industry.

That's why it's important that you check your Annual Statement and make sure your contact details are always up-to-date!

MAXIMISE YOUR BENEFIT!
Keep your details up-to-date!

HOW MUCH WILL IT COST?

Nothing.

The scheme does not cost anything for workers on wages. Levies are paid by industry employers.

WHEN CAN I TAKE LEAVE?

You can apply to the Long Service Corporation to take paid leave:

- When you have 10 full years recorded service;
- Every 5 years after the first 10 years;
- If you have 5 years of recorded service and you have also accrued an entitlement for long service with your employer under the Long Service Leave Act 1955.

You must take at least 2 weeks long service leave.

You can apply for pro rata long service payment if you have at least 5 years of recorded service and:

- You have permanently stopped work in the industry, or
- In the event of your death, your personal representative may apply for a payment.

WHAT DO I HAVE TO DO?

Make sure your contact details are correct.

We send you important information about your record so we need to be able to contact you. You can check and update your details online at:

www.longservice.nsw.gov.au/online-portal

Check your annual statement.

Every year your statement will be available online and it tells you how much service has been recorded for you by your employer/s. You should check this statement to make sure that all your cleaning work is recorded.

If it is correct – then you have nothing else to do.

HOW IS LONG SERVICE DIFFERENT FROM SUPERANNUATION?

Superannuation is a retirement fund in your name that your employer contributes to.

Portable Long Service is a general pool of funds invested on behalf of all workers, not directly deposited into an account in your name. When you have enough service, you can make a claim, take leave from your job and the payment is made by us.

NEED HELP?

Call us on 13 14 41
Mon to Fri: 8:30am – 5:00pm
Email info@longservice.nsw.gov.au
Go to www.longservice.nsw.gov.au

