

DO

DON'T

CHECKLIST for Employer Returns and Contributions for TasBuild Long Service Scheme

Do Contribute on:

- Normal days worked
- Rostered days off
- Annual leave
- Paid sick leave
- Workers Compensation payments to a worker
- Public holidays
- Tool Allowance

Do Indicate:

- All worker details as requested
- Full details of any new worker
- Termination date and code for terminated workers

Do complete and lodge the Return by the due date

Do ensure your workers are registered with TasBuild

Don't Contribute On:

- Overtime
- Annual leave loading
- Accumulated annual leave on termination
- Bonus payments
- Redundancy payments
- Allowances:
 - . Fares & travelling allowances
 - . Disability allowance
 - . Board & lodging allowance
 - . Meal allowance
 - . Vehicle allowance

Payment methods:

- Electronic Funds Transfer
- Direct Debit
- Cheque
- Cash (*please not by post*)



BPAY is now available!

TasBuild
Portable Long Service Scheme.



Contact us:

PO Box 526, Moonah, Tas, 7009
T: (03) 6233 7670 F: (03) 6233 7224
E: secretary@tasbuild.com.au
W: www.tasbuild.com.au