



Australian Government

Coal Mining Industry  
(Long Service Leave Funding) Corporation

Coal Mining Industry  
(Long Service Leave Funding)  
Corporation

ABN 12 039 670 644

Locked Bag 2021

Newcastle NSW 2300

Toll Free: 1300 852 625

Intl: +61 (2) 4948 3362

Fax: +61 (2) 4962 3469

lsl@coallslcorp.com.au

www.coallslcorp.com.au

## EMPLOYEE LEAVE APPLICATION REQUEST FORM LSL BENEFIT ON TERMINATION OF EMPLOYMENT

### 1. Personal Details

Office Use Only - App #

Surname

First Name/s

Date of Birth

 /  / 

LSL Number

### 2. Address Details

Postal Address

State

P/code

### 3. Employment

Employer Name

Date Terminated

\*Code for  
Termination

\*Termination Codes

01 - Retirement

04 - Retrenchment

06 - Dismissal

02 - Ill Health / Incapacity

05 - Resignation/ End of Contract

### 4. Hours (Please Select One)

Specific Hours

Hours Required

 hours

Total Hours

Employee's Signature

Date

 /  / 

#### Important Information

The Guidance Note on accruing and debiting of leave is available from [www.coallslcorp.com.au](http://www.coallslcorp.com.au). The Guidance Note is provided by the Corporation to assist employees and employers to understand the Corporation's views as to how long service leave is accrued and how long service leave should be taken and debited under the long service leave scheme which applies in the black coal mining industry.

#### Privacy Statement

Personal information collected by the Corporation is protected by the Privacy Act 1988. The Corporation's Privacy Policy is available at [www.coallslcorp.com.au](http://www.coallslcorp.com.au) and sets out the primary purposes for which the Corporation collects, uses and discloses your personal information. The Corporation will not use or disclose your personal information for other purposes unless you consent or it is permitted to do so by the Privacy Act.

Form: LAT-15-01