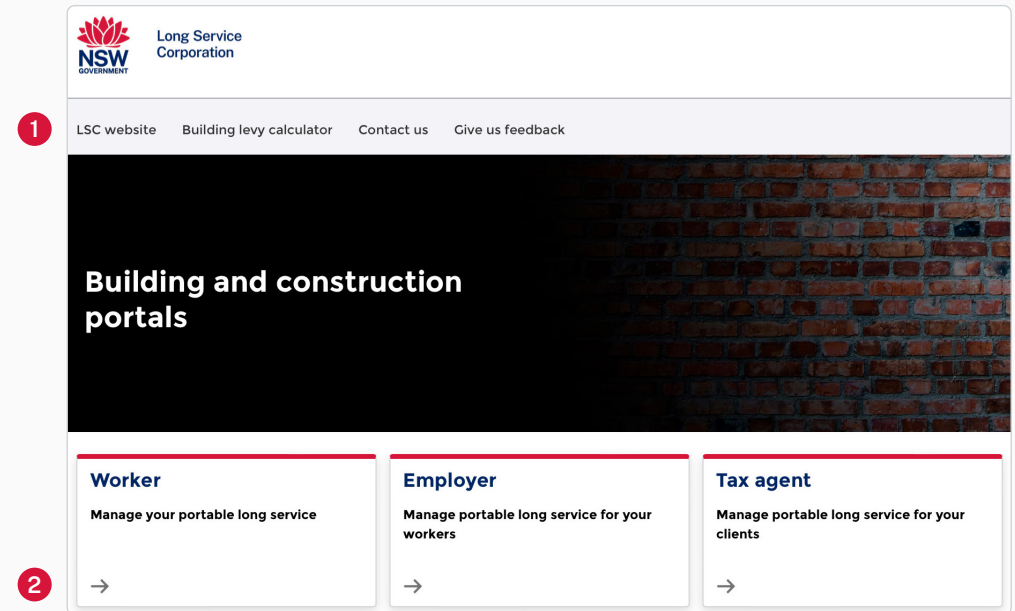


Building and Construction Industry VIEW ANNUAL STATEMENT – WORKER GUIDE

How to view your annual statements

Log in to the worker portal

1. Go to the [Building and Construction portal](#)
2. Select the Worker tile.



Option 1 – Have previously logged in to the portal

3. On the Already have LSC portal access tile, select the Log in button.

Worker Portal

Already have LSC portal access

You are a registered worker with Long Service Corporation and have already signed up to the new portal.

Log in

Existing worker

You have a worker registration number that starts with W but have not signed in to the new portal which was launched on 28/08/23.

Sign up to new portal

Log in

4. Select the Continue with Service NSW button, then log in using your MyServiceNSW account details,

or

5. Enter your LSC account email and password, then select the Log in button.

Registered Worker

Log in with Service NSW

Don't have a MyServiceNSW Account?
Select continue with Service NSW to create one.

Continue with Service NSW

By continuing, you consent to sharing your name and email address in your MyServiceNSW Account with Long Service Corporation.

You will also have the option to verify your identity (a requirement if you are making a claim) and your LSC account will be linked with your MyServiceNSW account.

The details in your MyServiceNSW account must match the same identification details as your Long Service Corporation account. If the details do not match, you will be unable to claim using the portal.

Log in with LSC Account

Login with LSC account

Email

Enter your registered email

Password

Enter your password

Show password

Log in

[Forgot password](#)

Option 2 – Have not previously logged in to the portal

6. On the Existing worker tile, select the Sign up to new portal button.

Worker Portal

Already have LSC portal access

You are a registered worker with Long Service Corporation and have already signed up to the new portal.

Log in

Existing worker

You have a worker registration number that starts with W but have not signed in to the new portal which was launched on 28/08/23.

Sign up to new portal

Verify your details

7. Enter your worker number, surname and date of birth
8. Select the Verify button.

Note: You'll receive an email to complete your new portal access. Once your details are verified you'll need to log in to the portal.

Worker Details

Enter your details to be verified.

Worker Number*

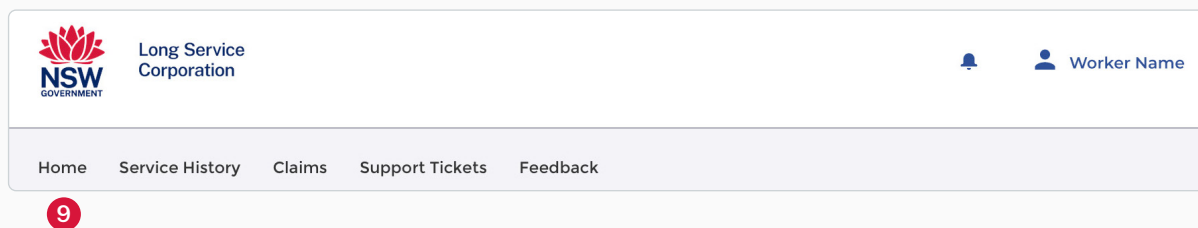
Surname/ Family Name*

Date of Birth*
For example 08/12/1990

Verify

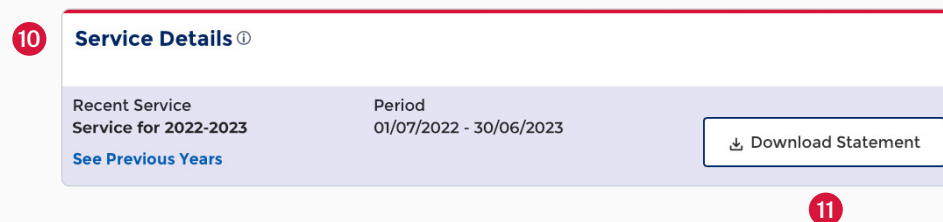
View statement

9. Select the Home tab.



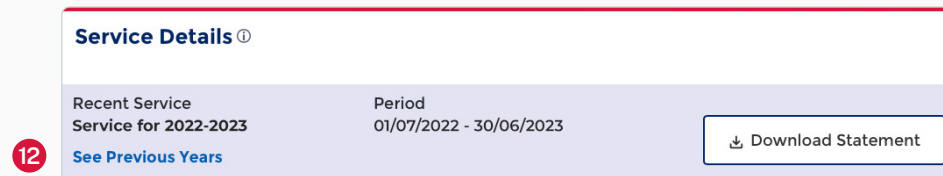
10. Scroll down to the Service Details section

11. Select the Download Statement button to view your most recent annual statement.



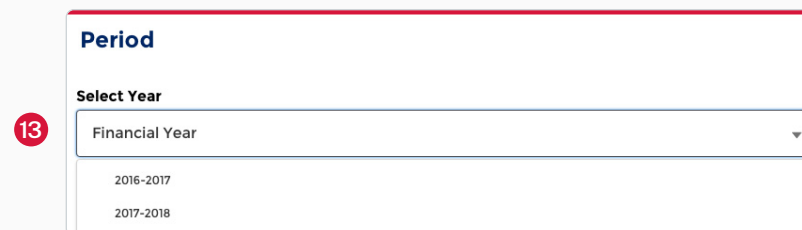
Previous statements

12. To view your previous statements, select the See Previous Years link.




13. Select the required financial period from the drop-down list.

Note: If no financial years show on the drop-down list, it means you don't have any previous statements.



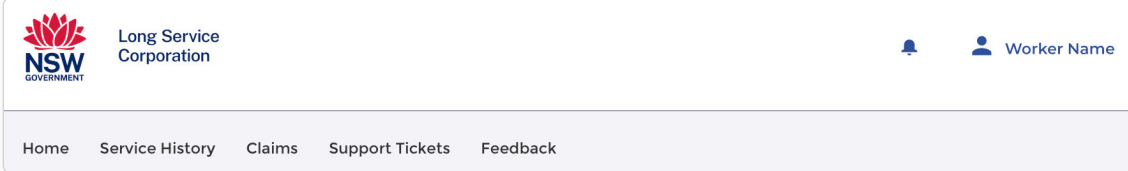
14. Select the Download button.



The screenshot shows a form titled "Period" with a "Select Year" dropdown menu currently set to "2019-2020". Below the dropdown is a "Download" button with a download icon. A red circle with the number "14" is positioned to the left of the button.

Need support

15. Raise a Support Ticket on the portal or call Service NSW on 13 14 41.



The screenshot shows the top navigation bar of the Long Service Corporation portal. It includes the NSW Government logo, the text "Long Service Corporation", a notification bell icon, and a user profile icon labeled "Worker Name". Below this is a horizontal menu with the following items: Home, Service History, Claims, Support Tickets, and Feedback. A red circle with the number "15" is positioned below the "Support Tickets" menu item.