

Withdrawal Request for Long Service Leave form– LSL Provision Savings

Churches of Christ Foundation (the Foundation)

Section A. Churches of Christ in Queensland (CofCQ) church or entity			
<i>(To be completed by the investment holder/employer)</i>			
Church/entity name: <i>(Investment holder)</i>			
LSL Provision Savings Investment number:			
Name: <i>(of primary contact)</i>		Mobile:	
Section B. Long Service Leave (LSL) details			
<i>(To be completed by the employee)</i>			
Your LSL details as approved by your employer:			
Employee's full legal name:			
Mobile:			
Email address:			
Commencement date of LSL:			
Duration of LSL: <i>(in weeks)</i>			
Signature of employee:		Date:	
Section C. Withdrawal value			
<i>(To be completed by the investment holder/employer -payroll)</i>			
Withdrawal amount: <i>(Gross amount of LSL payment before tax not including superannuation)</i>		\$	
The withdrawn funds will be transferred directly to employer's linked bank account. <i>(Contact the Foundation, if bank account has changed.)</i>			

Section D. Acknowledgement, authorisation and agreement

(to be signed as per the authorised signatory instructions for the employer in Section A.)

By signing this form, you:

1. authorise the actions contained on the form including the withdrawal and transfer of funds;
and
2. confirm this form has been completed accurately to the best of your knowledge.

	<i>Authorised signatory (A)</i>	<i>Authorised signatory (B)</i>
Full name:		
Position title:		
Signature:		
Date:		

Email: this form to: Foundation@cofcqld.com.au

Postal: Reply Paid 469, Kenmore QLD 4069

Web: www.cofc.com.au/Foundation

Phone: (07) 3327 1628 1300 659 644

- **Kindly note:** this instruction will only be accepted and actioned, once it is completed to the satisfaction of the Foundation and all supporting documents that fulfil the requirements have been received.