

Reading your statement

1 Your Account Number

This number, in the top right-hand corner of your statement, is made up of six digits followed by two letters and three more numbers in brackets. The first six digits are unique to your firm. The letters:

- "AQ" stand for active quarterly remitting account
- "AA" stand for active annual remitting account
- "CQ" stand for cancelled quarterly remitting account
- "CA" stand for cancelled annual remitting account

The three last numbers in brackets, such as (001), help us identify your region. Always refer to your account number when contacting the Employer Service Centre so our representatives can quickly access your account information.

2 Statement Period

You will find the statement period in the top right-hand corner of your form.

3 Account Summary

This grid summarizes the transactions processed on your account during the statement period.

Previous Month's Balance

This is the amount on your statement at the end of the previous month.

New Charges/Debits

These are the charges levied on your account during the statement period. Charges may include your assessments, late payments, and penalties for occupational safety and health infractions. New charges can also include payment reversals and the transfer of funds from your account.

Payments Applied/Credits

These are the payments or credits applied to your account during the statement period. Examples of credits include penalty reversals, assessment credits resulting from adjustments, subclass surplus rebates, or the transfer of funds into your account. Credits may also include overpayments, or credit assessments, but do not include the payments you made on your account.

4 Entry Date

This column shows the date a debit or credit was applied to your account, starting with the earliest date.

5 Transaction/Amount

This column describes the activities processed on your account during the statement period. If you have a credit on your account, you will see the letters "CR" in the Transaction or Amount column by the credit amount.

6 New Balance

This column displays the total of all items listed in the amount column. This amount is what you should pay to bring your account up to date. If you have a credit balance, it will be used to offset any future assessment liabilities.

7 Payment Due Date

You should make your payment by the due date to avoid an overdue charge of one percent per month. If you plan on paying at your financial institution, you should allow five days for your payment to reach us.

8 Payment Slip

There are three ways to make your payment. You can pay at your financial institution (allow five days for processing) or at your nearest WCB office, or you can send a cheque or money order payable to the WCB in the return envelope included with your statement. When making your payment, please pay in Canadian funds, always include your payment slip, and write your account number on the front of your cheque.

Safety. It's Smart Business.

WorkSafe™

www.worksafebc.com





Assessment Department
 Mailing Address
 PO Box 5350
 Station Terminal
 Vancouver BC V6B 5L5

Location
 6951 Westminster Highway
 Richmond BC V7C 1C6
 Telephone 604 244 6181
 www.worksafebc.com

Employer Service Centre
 Telephone 604 244 6181
 Toll Free within Canada
 1 888 922 2768
 Fax 604 244 6490

STATEMENT OF ACCOUNT

Account Number	012345AQ	(001) ①
Statement Period	From JUN 30, 2001	To AUG 03, 2001 ②

ABC ENTERPRISES INC
 1000 ANYROAD HWY
 SURREY BC V1A 1A1

Safety. It's Smart Business.



③

Previous Month's Balance	0.00	+	New Charges/Debits	250.38	-	Payments Applied/Credits	100.00	-	New Balance	150.38
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④ Entry Date	⑤ Transaction	Amount
	Previous Month's Balance	0.00
Jul 23 2001	2001 2ND QUARTER ASSESSMENT - Class 741013 (General Retail nes): Amended Reported Payroll \$ 36,535.42 x 2.88% = 1,052.22 Previous Assessment On Payroll Reported by Employer	
	Net Assessment Adjustment	250.38
Jul 15 2001	Payment	100.00

Pay by due date to avoid an overdue charge of 1% per month.
 If you have already made your payment, please accept our thanks.

SEE REVERSE FOR FURTHER DETAIL

⑥ NEW BALANCE ► \$150.38

⑦ PAYMENT DUE AUG 24, 2001

⑧



Return this portion to the bank with your payment.
 Make your payment in Canadian funds.

Account Number: 012345-AQ(001)

Payment Due Date: Aug 24, 2001

Mailing address for payment
 PO Box 9600 Stn Terminal
 Vancouver BC V6B 5J5

IMPORTANT:

- Payable at most financial institutions in Canada.
- Allow 5 days for bank processing.
- Make your cheque payable to the WCB.
- Include your account number on the front of your cheque.
- WCB offices can only accept payment by cheque or money order.

ABC ENTERPRISES INC

Amount Due	\$150.38
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Amount Paid	
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Please do not write below this line