Aboriginal Housing Victoria

Application for Subsidised Rent

This ***Application for Subsidised Rent*** is used to apply for a subdised rent and to seek a review of the amount of rent you are being charged.

Each **tenant** living in the rental property must sign the application form.

If there are more than four tenants who need to sign the application form, please ask your Aboriginal Housing Officer for another copy of this Application for Subsidised Rent.

Office use only	Account number:			
	(please circle)			
Date received (must be date stamped)	New application or Review application	Application complete Yes/No	Date further information first requested ...../ ...../	Date completed application received ...../ ...../ .....

.....

✂

Customer receipt – (completed by Aboriginal Housing Victoria)		
Date stamp	Once date stamped by Aboriginal Housing Victoria, this receipt is proof that your Application for Subdised Rent has been lodged.	
	Tenant name(s)	
	Account number	

Form of Authority (Optional)

I, _____(full name)

of _____(address)

hereby authorise the following Agency to confirm or clarify information relevant to my Application for Subsidised Rent with Aboriginal Housing Victoria

Name of person to be contacted: _____

Name of Agency or Company:_____

Address of Agency or Company:_____

Contact phone numbers: _____

I agree to the release of information from the above Agency for the sole purpose of clarifying issues in relation to my ***Application for Subsidised Rent*** and for no other purpose, based on documents already provided.

Signature: _____

or

Guardian's Name: _____

Guardian's Signature: _____

_____

You can withdraw your consent at any time by writing to Aboriginal Housing Victoria (see address below).

A. Details of property

Tenancy account number: _____

Property address

Street number and name: _____

Suburb and postcode: _____

Contact telephone number: _____
(working hours)

Alternate or mobile telephone number: _____

B. General information

1 **Please tell us why you are lodging this *Application for Subsidised Rent***
(for example; fixed rent review, someone joining or leaving household, change in income type or amount for any household member)

_____

_____

_____

2 **Is someone other than the tenant filling in this form on behalf of the tenant?**

◯ **Yes**

Please tell us why you are filling in this form on behalf of a tenant.

I [ ] have completed this ***Application for Subsidised Rent*** on behalf of the tenant because:
(print name)

_____

_____

_____

Signature: _____ Date: _____

Organisation or relationship: _____ Contact number: _____

◯ **No**

Go to question 3

C. Household and income information

1 Please list all household members and the income of each member of your household.

First and last name	Date of birth	Relationship to tenant	Type of income	Gross weekly income	Centrelink Reference Number (CRN)

Please attach documents proving income received by each household member, for example, Centrelink income statements, 13 week wage statements etc.

2 If someone has moved into or out of your household, please tell us the date they moved in or moved out.

First and last name	Date moved into property	Date moved out of property

2a If someone has moved out of your household, please tell us their name and the new address where this person is now residing.

Name: _____

Unit/flat and street number and street name: _____

Suburb and postcode: _____

Please attach supporting evidence of the persons forwarding address.

D. Other household income, assets and bank details

1 **Please list each household member's s bank account balance.**

Name of account holder	Bank balance	If new account opened since last subsidy assessment, what date was account opened

Please attach bank statements.

2 **Do you or any household member receive interest or dividends from any investments?**
(for example; bonds, shares, superannuation funds, debentures or annuities)

◯ **Yes**

Please provide information in the table below.

Name of account holder	Investment amount	Date account opened (if new account opened since last rebate assessment)

Please attach documents advising of these investments.

◯ **No**

Go to question 3

3 **Do you or any household member own or part own any vacant or occupied land or property, including a house, unit, flat or commercial property?**

◯ **Yes**

Please tell us about property owned by any household members.

Name of property owner(s): _____

Property address

Unit/flat and street number and street name: _____

Suburb and postcode: _____

Current market value of property: _____

Your equity in property: _____

Date of settlement: _____

Please attach documents stating value of this property.

◯ **No**

Go to Section **E**

3a **If you own or part own any vacant or occupied land or property is the property being sold, including a house, unit, flat or commercial property?**

◯ **Yes**

Please tell us about property to be sold by any household members.

Name of property seller(s): _____

Property address

Unit/flat and street number and street name: _____

Suburb and postcode: _____

Total sale value of the property: _____

Your equity from the sale of the property: _____

Date of settlement: _____

Please attach documents detailing the sale of this property.

◯ **No**

Go to Section **E**

E. Declaration to be signed by all tenants

Aboriginal Housing Victoria reserves the right to refuse an application if a person wilfully provides false information in order to obtain a subsidised rent.

Tenant(s)

I/We, _____(full name)

of _____(address)

do solemnly and sincerely declare that:

1. I/We have understood the questions on this ***Application for Subsidised Rent.***
2. All information requested in the ***Application for Subsidised Rent*** in relation to my/our income, assets and bank details have been provided and are true and correct.
3. To the best of my/our knowledge, having made all due and proper enquiries, the information provided in relation to other household members including their income, assets and bank details are true and correct.

Declared by: _____
(full name of tenant)

_____ Date: _____
(signature of tenant)

Declared by: _____
(full name of tenant)

_____ Date: _____
(signature of tenant)

Declared by: _____
(full name of tenant)

_____ Date: _____
(signature of tenant)

Witnessed: _____
Before me (print name)

_____ Date: _____
(signature)



Aboriginal Housing Victoria

ABN 38 006 210 546, Housing Provider Registration Number: 033
Narrandjeri House, 125 – 127 Scotchmer Street, North Fitzroy Vic 3068
Telephone: (03) 9403 2100 Fax: (03) 9403 2122 Email: info@ahvic.org.au www.ahvic.org.au