



Aboriginal Housing Victoria

## Application for Subsidised Rent

This **Application for Subsidised Rent** is used to apply for a subsidised 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 Housing Officer for another copy of this Application for Subsidised Rent.

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

.....

✂

| Customer receipt – (completed by Aboriginal Housing Victoria) |  |
|---|--|
| Date stamp  | Once date stamped by Aboriginal Housing Victoria, this receipt is proof that your Application for Subsidised 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.

## 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



## D. Other household income, assets and bank details

**1** Please list each household member'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)

\_\_\_\_\_  
(signature of tenant) Date: \_\_\_\_\_

Declared by: \_\_\_\_\_  
(full name of tenant)

\_\_\_\_\_  
(signature of tenant) Date: \_\_\_\_\_

Declared by: \_\_\_\_\_  
(full name of tenant)

\_\_\_\_\_  
(signature of tenant) Date: \_\_\_\_\_

Witnessed: \_\_\_\_\_  
Before me (print name)

\_\_\_\_\_  
(signature) Date: \_\_\_\_\_



Aboriginal Housing Victoria

January 2016

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