Aboriginal Housing Victoria

Mutual Swap Interest Form

Date received by AHV ____/____/____ Housing Officer: _____

1. Client Details

Tenant Name: _____

Contact number: _____ Alternative number: _____

2. Current Property Details (to be filled in if you would like to go on a swap wait list)

Address: _____

Suburb: _____ Postcode: _____

Please select the items that best describe your property: (one from each section)

Type:	☐ House	☐ Unit	☐ Flat	☐ Other	
Cladding:	☐ Concrete	☐ Brick	☐ Timber	☐ Other	
Additions:	☐ Shed	☐ Garage	☐ Sleep out	☐ Movable unit	
Bedrooms	☐ 2br	☐ 3br	☐ 4br	☐ 5br	☐ 6br

Comments: _____

3. Desired Property Details (to be filled in if you would like to go on a swap wait list)

Suburbs: _____

Please select the items that best describe your desired property:

Type:	☐ House	☐ Unit	☐ Flat	☐ Other	
Cladding:	☐ Concrete	☐ Brick	☐ Timber	☐ Other	
Additions:	☐ Shed	☐ Garage	☐ Sleep out	☐ Movable unit	
Bedrooms	☐ 2br	☐ 3br	☐ 4br	☐ 5br	☐ 6br

Comments: _____

Aboriginal Housing Victoria

4. Authority (to be filled in if you would like to go on a swap wait list)

1. The tenant who is registering their interest to participate in the Mutual Swap process should complete the section below. If this section is not completed Aboriginal Housing Victoria will act on behalf of the tenant.
2. When registering your interest to participate in the Mutual Swap process, it will be necessary for Aboriginal Housing Victoria staff to speak to other tenants also interested in participating in the mutual swap process. Only details that are directly related to this Mutual Swap Interest Form will be discussed.
3. By completing this section you are providing your consent for Aboriginal Housing Victoria to release specific information about your interest to swap to other interested mutual swap applicants.

I, (full name) .....

Of, (address) .....

Hereby authorise Aboriginal Housing Victoria, and officers acting on behalf of Aboriginal Housing Victoria, to disclose relevant information to other applicants registered in the mutual swap process. I understand this may occur at any time while my interest in the mutual swap process is active.

Signature: ..... Date: / /

4. please return this signed form together with any relevant supporting documentation to:

Aboriginal Housing Victoria
Narrandjeri House
125-127 Scotchmer Street
Fitzroy North VIC 3068.

Please note: *withdrawal of consent to disclose information to other participants in the mutual swap process can be made at any time by written notice to Aboriginal Housing Victoria at the above address attentioned to your Housing Officer*

1. Confirmation of Mutual Swap Agreement (to be filled out if you have arranged someone to swap with)

We would like to confirm that we wish to participate in Aboriginal Housing Victoria's Mutual Swap process. We have discussed the property swap and these details are as follows:

Tenant 1- I, (Name): .....

Of, (Address): .....

Contact number: ..... Alternative number: .....

Would like to enter into a mutual swap with:

Tenant 2 - Name: .....

Address: .....

Contact number: ..... Alternative number: .....

We agree to accept our new properties in their current condition and understand we may be contacted to clarify any questions relating to the swap process.

(Tenant 1)
Signature: ..... Date: .....

(Tenant 2)
Signature: ..... Date: .....