

Application for Rentstart (Bond and Advance Rent)



Please remove the staple before faxing your completed application to

Fax: 1300 722 404

You will need to provide:

- 2 forms of identification (eg. driver's licence, passport)
- Bank statement (or savings bank passbook)
- Completed Property Information Form (Part C)
- Proof of income – you will need to fax proof of income with your application unless your sole income is from Centrelink and you have signed the release of information from Centrelink section (see form A, page 3)
- Proof of current assets
- Passport or current visa (if you are not an Australian citizen)
- Supporting documentation (if you are applying for more than standard assistance)

This information must be provided for every person on the application who is 18 years of age or over.

Have you completed (and signed where relevant):

- A) **The application form for Rentstart** – Bond and Advance Rent
- B) **The additional persons form** – if there are additional people to be housed with you
- C) **Property information form** – to be completed by the real estate agent or property owner
- D) **Income from employment form** – if you are currently employed

Other forms/declarations you might need to complete:

- **Consent to obtain your income details from Centrelink** – if anyone in your household receives any Centrelink payments
- **Proof of Property Ownership Form** – if anyone in your household owns (in part or in full) any residential or business property
- **Declaration from the person assisting or completing this application on behalf of the applicant** (see part A) – if you required assistance to complete this application

Once a completed application has been received, we will contact you on the phone number that you have provided in this application form. Housing NSW has one working day to assess your application. If you have not received a response after one working day, please call **1300 HOUSING (1300 468 746)**.

Rentstart

hours of operation

8.00am – 6.00pm Mon – Fri

9.00am – 5.00pm Sat

Phone: 1300 468 746

Fax: 1300 722 404

Postal Address

Housing Contact Centre

Locked Bag 7150

Liverpool BC NSW 1871

Part A

Application for Rentstart (Bond and Advance Rent)



1. Details of main applicant

Mr Mrs Ms Miss Other

Family name

Given name(s)

Sex Male Female

Date of birth

Contact phone number

Centrelink Reference Number

Current residential address

2. What is the main language you speak at home?

English Other

What language?

3. Do you need an interpreter when dealing with Housing NSW?

This includes an interpreter for people who have hearing or speech impairment. Yes No

4. In what country were you born?

5. What is your current citizenship status?

- Australian citizen (Australian born or obtained citizenship)
- Permanent resident
- Sponsored migrant
- Refugee status
- Asylum seeker with bridging visa

What is your visa sub class number?

Date of arrival?

6. Are you of Aboriginal or Torres Strait Islander origin?

Yes No

Aboriginal

Torres Strait Islander

7. Is anyone on this application an employee of Housing NSW?

Yes No

Full name

8. Have you had any previous assistance from Housing NSW?

Yes No

9. What is the total amount of cash, shares, term deposits, other assets held by your household (if any)?

\$

10. Do you have deductions made from your household income? (eg. maintenance, child support)

Deduction type and amount

Paid (weekly/fortnightly)

11. Do you or anyone to be housed with you own or part own any property?

Yes No

Rentstart Plus

12. What is the reason you need to move from your current accommodation?

13. Standard assistance is 3 weeks' bond. Do you require assistance with housing costs other than your rental bond?

Yes No

Advance rent – supporting documentation will need to be supplied to request advance rent (eg. notice of termination, letter from doctor, letter from support worker/agency etc).

Part A

Application for Rentstart (Bond and Advance Rent)



Centrelink Consent

If you do not want Centrelink to provide your information electronically to Housing NSW but still wish to apply for Rentstart, you will need to obtain the information required from Centrelink yourself and provide it to Housing NSW. Consent will be used for the sole purpose of authorising Centrelink to provide information to Housing NSW to assess your eligibility in relation to concessions or services provided by Housing NSW:

Income Confirmation

I _____ authorise Centrelink to electronically provide a statement of information to Housing NSW to assist in the assessment of my entitlement to services from Housing NSW. I understand that the information provided by Centrelink may include, where relevant, current or historical details of payments received, dependants, Centrelink deductions, income, assets and confirmation of my current address. I understand that this authority, once signed, is effective only for the period I am a customer of Housing NSW. I understand that this authority, which is ongoing, can be revoked at any time by giving notice to Housing NSW. I understand that I will be able to obtain a written copy of the Statements at any time from either Housing NSW or Centrelink. A brochure is available from Centrelink that provides more details about the Centrelink Confirmation eServices or on Centrelink's website at www.centrelink.gov.au.

Sign here

Date

Consent to Housing NSW

1. Pursuant to Section 71 of the *Housing Act 2001* and the *Privacy and Personal Information Protection Act 1998*, I consent, direct and authorise Housing NSW to disclose personal information regarding myself for the purpose of processing this application. This consent shall include disclosure to the Rental Bond Board and any relevant estate agency.
2. I also authorise Housing NSW to collect personal information regarding myself from any third party for the purpose of processing this application and direct such third party to provide to Housing NSW the information sought. This authority extends to and includes collection of information from third parties arising from claims for bond at conclusion of the lease.

Declaration by applicant

I certify that the information I have given is true and correct.

- a) I understood the instructions given on the form.
- b) I declare all the information I have given is true and correct to the best of my knowledge.
- c) I am aware the maximum penalty under the *Housing Act 2001* for making a false statement or representations is a fine of \$2,200.
- d) I understand Housing NSW may refuse further assistance or prosecute me if I have made any wilfully false statements as a result of which I obtain accommodation or financial benefit of any kind.

Sign here

Date

Full name (please print)

Declaration from person assisting or completing this application on behalf of the applicant

Please sign below if you have complied with and you understand the following statements.

- a) I filled in this form on the basis of the information the applicant gave me.
- b) I have read out the form and the answers to the applicant who seemed to understand them.
- c) I understand that monetary penalties including imprisonment for a period of up to six months may be imposed by a court if I have made any wilfully false statement as a result of which I obtain accommodation or financial benefit of any kind.
- d) I understand that Housing NSW may refuse further assistance or prosecute me if I have made any wilfully false statements as a result of which I obtain accommodation or financial benefit of any kind.

Sign here

Date

Full name (please print)

Office use only – Documentation sighted and certified (Can be completed by a Housing NSW officer, licensed real estate agent or staff from other government agencies)

Citizenship Type

Number

ID Type

Number

Name:

Position:

Signature:

Agency:

Date: