

## Fact sheet

May 2010

# Rentstart information

## For landlords and real estate agents

**Housing NSW's Rentstart scheme provides financial assistance for people who have found a private rental property and who need help to pay the rental bond and, in some cases, the advance rent. The Rentstart scheme also provides financial assistance for tenants in rental arrears.**

### The landlord or real estate agent's role

As a landlord or real estate agent, you need to complete the property information sheet, which the prospective tenant will provide. The property information sheet contains details such as the name of the applicant and landlord or real estate agent, the address of the prospective rental property, the weekly rent, the proposed commencement date of the lease, the type of accommodation and other relevant information.

You should sign and date the form. The prospective tenant will then return it to Housing NSW for assessment.

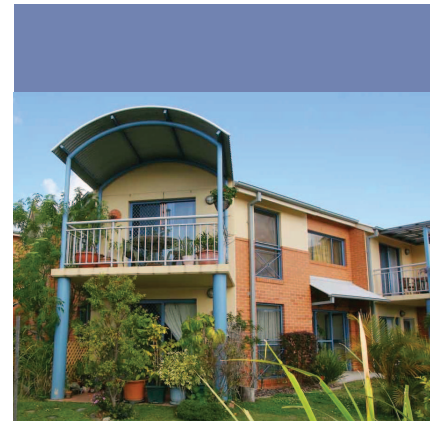
### What happens next?

Housing NSW will assess the Rentstart application within one working day and contact you to confirm the property details. When a person is approved for Rentstart assistance, we send a letter confirming the assistance we are providing. If we are providing assistance with the rental bond we will also send the completed Rental Bond Lodgement form, showing the applicant's and your details.

You will need to arrange for the prospective tenant to pay their component of the rental bond (if applicable).

When this is done, send the bond lodgement form and the tenant's payment to the Rental Bond Board (RBB). Housing NSW's contribution will be electronically transferred to the RBB. You need to lodge the bond as soon as possible because we will cancel the RBB lodgement form if it is not lodged within three weeks from the commencement of the tenancy.

Advance rent payments and rental arrears payments will be made electronically to your nominated bank account. However, if you are not registered for electronic funds transfer with us, we will send you a payment by cheque.



### Are all your questions answered?

If all your questions have not been answered in this fact sheet:

- contact your local Housing NSW office
- or
- call 1300 HOUSING (1300 468 746)
- or
- go to the Housing NSW website [www.housing.nsw.gov.au](http://www.housing.nsw.gov.au)

It is illegal for an officer of Housing NSW to ask for money or favours or other benefits of any kind in exchange for helping you with your housing needs.

It is also illegal for you or anyone else to offer money or favours or other benefits of any kind to an officer of Housing NSW in exchange for helping you. If you have any information regarding this, please contact Business Assurance on 1300 HOUSING (1300 468 746). Housing NSW may refuse the provision of further housing services to anyone who has engaged or sought to engage in corrupt or illegal conduct.

#### Translation service

Arabic	خدمة الترجمة الخطية والشفهية الجانية اتصل على الرقم 131 450
Chinese	免費的翻譯傳譯服務 致電 131 450
Russian	Служба бесплатного письменного и устного перевода Позвоните по номеру 131 450
Spanish	Servicio Gratuito de Traducción e Interpretación Llame al 131 450
Vietnamese	Dịch vụ Phiên dịch và Thông dịch Miễn phí Điện thoại 131 450