

RENT SUBSIDY APPLICATION – SOCIAL HOUSING

A rent subsidy is granted by Womens Housing Company to assist those households which are unable to afford to pay the market rent for their dwelling.

- To apply for a rent subsidy you must complete this form for all household members and provide relevant supporting documentation.
- All gross income from any person that resides at the premises must be declared.
- If you or other members of your household have provided customer consent, Womens Housing Company will obtain your income and asset details from Centrelink. If you or any other household members (over 18 years old) have not already given Womens Housing Company written consent but would like to do so please complete and sign a *Multiple Consent and Authority*.

Last name or family name:		Given Name(s):		Tenant Code:
Tenancy Address:				
Mobile phone contact:	Home phone contact:		Email address:	

Section A – Household Income Information

I wish to apply for a rent subsidy and give below the details of everyone in my household, their income and proof of income. Please add any new household members. Be sure to include children as well as adults.

FULL NAME	DATE OF BIRTH	SEX M/F	RELATIONSHIP TO YOU	DATE THIS PERSON MOVED IN (if moved in within last 6 months)	SOURCE OF INCOME EG: CENTRELINK, WAGE	HAVE YOU PROVIDED CUSTOMER CONSENT YES / NO

Each type of income source must be supported by relevant documentation. Please refer to the Rent Subsidy and Rent Reviews Fact Sheet for examples of such documentation.

Section B – Change of Circumstances

1. Has your household circumstances changed? ☐ Yes – Complete Below ☐ No – go to Section D
2. What has changed? ☐ Household ☐ Income ☐ Assets

Details of Change Eg: New baby, partner moved in or out, new job	Date of Change

IMPORTANT: You must advise Womens Housing Company in writing of any change in your income and/or family circumstances within 21 days of the effect of the change. You must do this even if you have provided *Multiple Consent and Authority* or told Centrelink.

Womens Housing Company will assess your household income and asset details and determine your eligibility for a rental subsidy based on the NSW Community Housing Rent Policy.

Section C – Privacy Notice

Womens Housing Company complies with NSW privacy legislation when collecting and managing personal and health information. The information we collect from you or from an authorised third party will be held by Womens Housing Company. It will be used to deliver services and to meet our legal responsibilities. We may also use your information within Womens Housing Company to plan, coordinate and improve the way we provide services. Womens Housing Company is also legally authorised to disclose information to outside bodies in certain circumstances. Further information about your privacy rights can be found on Womens Housing Company's website, www.womenshousingcompany.org.au or by calling: (02) 8202 9355.

Section D - Declaration by Head Tenant

I understand:

- that in order to have my rent subsidised, I must provide evidence of all current income sources, including assets and investments, for all household members, and
- that if I have been dishonest in any of the income information provided, WHC can terminate my rent subsidy and charge market rent.

To the best of my knowledge, the information I am providing is a complete and accurate statement of my household complement and the income they and I receive.

Signed:..... Name: Date:.....

Please return this form and all supporting documentation to Womens Housing Company:

By Email: rentreview@womenshousingcompany.org **By mail:** Womens Housing Company, Level 9, 418A Elizabeth Street, Surry Hills, NSW, 2010