

Form A

## Application for a Rental Subsidy

- A rental subsidy is granted by Wentworth Community Housing (Wentworth) to assist those households which are unable to afford to pay the market rent for their dwelling.
- To apply for a rental 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. In providing these details you should note that an intended recipient of this information including household information will be the tenant.
- If you or other members of your household have provided *Centrelink Income Consent*, Wentworth will obtain your income and assets details from Centrelink. If you or any other household members (over 18 years old) have not already given Wentworth written consent but would like to do so please complete and sign *Form B – Centrelink Income Consent*.

### Tenant Information

Last name or family name:	Given name(s):
Tenancy Address:	
Phone Number:	

### Household circumstances

Please provide your details and **then list everyone else who lives with you**. Be sure to include children as well as adults. (NB you do not need to include anyone you share with who has a separate tenancy agreement – we will assess them separately)

Full Name	Date of Birth	Sex M/F	Relationship to tenant	Income type(eg wages, Newstart, age pension etc)	Centrelink Customer Reference Number (CRN)	Gross fortnightly amount
			Tenant (You)			\$
						\$
						\$
						\$
						\$
						\$
						\$
						\$
						\$

**Each type of income received must be supported by relevant documentation. Please refer to the back of this form for examples of such documentation.**

## Please ensure you sign the declaration on the reverse of this form.

### Change of Circumstances

Please tell us how your household circumstances have changed. (eg new baby born on (date), partner moved in/out on (date), started new job on (date) etc).

### Supporting Documentation

Source of Income	Relevant supporting documentation
Centrelink	Current itemised Centrelink <i>Income Statement</i> unless you have given consent for us to get this information directly from Centrelink
Veterans' Affairs	Current itemised statement from the Department of Veterans' Affairs
Salary/Wages	Completed Form C – Wages and Salary Statement
Self Employed	Current profit/loss statement or a copy of latest taxation return
Superannuation	Current letter from the Superannuation Fund confirming the amount received
Overseas pension	Current letter from the respective government detailing the amount you receive
Savings/investments	Letter from the investment institution providing details of interest or dividend received
Maintenance	Current itemised Centrelink <i>Income Statement</i> or current letter from Child Support Agency
Other income	Letter providing details about the amount and source of income

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

### Consent and Authority

I authorise Wentworth to confirm this information with any relevant third party and for any such third party to provide to Wentworth any relevant documentation or information sought by Wentworth when determining or supporting this application for a rental subsidy. This direction and authority shall cease upon me giving written notice to Wentworth of cessation of this direction and I have proof of receipt of such notice from Wentworth.

### Declaration

I have understood the instructions given on this form. I declare that all the information I have given is true and correct to the best of my knowledge for every person.

Tenant's signature:	Date:
Tenant's signature:	Date:

**Remember if your household circumstances and/or income change you need to inform us immediately as this affects the amount of rent we charge you.**

**If you do not tell us about an increase to your income when it occurs, we may backdate any rent increases when we do our income review.**