



# APPLICATION FOR AN ADDITIONAL HOUSEHOLD MEMBER

### Privacy Notice

Tharawal Housing Aboriginal Corporation values the right and privacy of all clients. Tharawal Housing Aboriginal Corporation will not share your personal information unless required to by law or consent has been given. The information collected from you or a third party will be held by Tharawal Housing Aboriginal Corporation. Tharawal Housing Aboriginal Corporation complies with NSW privacy legislation when collecting and managing personal information. We may use your information within our organization when coordinating and planning ways to provide better service delivery. Information will only be disclosed to outside bodies when legal required to and in certain circumstance.

### Tenant Details

Client Number

Title - Mr, Mrs, Ms, Miss

Last name or family name

Given name/s

Unit/House number

Street /Avenue

Town or Suburb

Postcode

Phone

Mobile

Email

Name/s of additional person/s applying to be added to your household

	Title	Given name/s	Last name or family name
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Notice and Declarations

Notice and Declarations Under the Housing Act 2001 a fine of up to \$2,200 and/or three months imprisonment applies for making a false statement or representation. Anyone who wilfully makes any false statements that result in them obtaining accommodation or other financial benefit of any kind may be refused further assistance by social housing providers or prosecuted.

#### Notice:

Your personal information and any relevant health information provided on this form will be exchanged between social housing providers (public, community and Aboriginal housing) for the purpose of assessing your continuing eligibility for social housing and providing an appropriate service.

### Tenant's Declaration

- I understand and acknowledge the instructions given on this application form.
- I have attached an Additional Occupant - Part B form for each new additional person.
- I give my permission for the additional person(s) listed to be housed with me, if THAC approves the application.
- I understand that this application does not in any way make the additional person(s) eligible for separate accommodation in their own right.
- To the best of my knowledge the information provided in this application (Parts A and B) by the tenant and all additional person(s) is true and correct.
- I understand there are penalties for giving false or misleading information.
- I understand that I must notify THS within 28 days of any change in my household.

I authorise THAC to:

- confirm information provided by me with any third party and or any such third party to provide THAC any relevant documentation or information sought by THS when determining or supporting this application.
- use my personal information in order to process this application.

Tenant's name (print)

Tenant's signature

Date



## APPLICATION FOR AN ADDITIONAL HOUSEHOLD MEMBER

### Additional Person's Information

Attach proof of identity

Title - Mr, Mrs, Ms, Miss

Last name or family name

Given name/s - First and Middle

Other name (if applicable)

CRN - Centrelink Reference Number

Date of birth

Relationship to the tenant

Date you moved in, or are moving in

Reason/s for moving into the property

In what country were you born?

Are you of Aboriginal or Torres Strait Islander origin?

Yes

No

Give details *and attach* proof of Aboriginality

What is your current citizenship?

Australian Go to Q8 citizen

Other

Give details *and attach* proof of citizenship

What is your current residency status/visa category?

Permanent resident

Sponsored migrant

Attach proof of residency or visa category

New Zealand Special Category Visa

Refugee

Asylum seeker

Temporary resident

What is your visa subclass number?

What is your date of arrival in Australia?

What is your main language spoken at home?

Do you need an interpreter?

Yes

No

↓ what language



## APPLICATION FOR AN ADDITIONAL HOUSEHOLD MEMBER

### General Information

Do you have a disability, medical condition or permanent injury ?

Yes

No

Give details *and attach* proof of disability of medical condition

Do you receive ongoing support from an organisation, program or a person/individual?

Yes

No

give details *and attach* contact details and proof of support arrangement

Do you have any location restrictions about where you can live?

Yes

No

↓ give details why

### Housing History

What is the address of the property you are leaving or have left?

*Attach* proof of this residency address

How long did you live at this address for?

Years

Months

Is this property a social housing property?

Yes

No →

go to the Notice and Declaration section

If you are currently an additional occupant of another Agency's household, provide details of the tenant's name and address.

Name

Address

Suburb

Postcode

Have you asked to have your name removed from this household?

Yes

Not applicable

No →

*attach* a written request (a Housing Statement or a letter) requesting to relinquish the tenancy



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### Additional Person's Declaration

- I understand the instructions given on this application form.
- To the best of my knowledge, the information provided in this application form is correct.
- I understand there are penalties for giving false or misleading information.
- I understand that this application does not in any way make me eligible for separate accommodation in my own right.
- I authorise Tharawal Housing Aboriginal Corporation (THAC) to:
  - confirm information provided by me with any third party and or any such third party to provide THAC any relevant documentation or information sought by THAC when determining or supporting this application.
- Use my personal information in order to process this application.

If you are the applying to be the additional occupant and are aged 16 years or over, sign here, once you have read and understood the declaration statements.

Full name (please print)

Signature

Date

Contact Number

### Declaration from Person Assisting You

Is there another person helping you to fill out this form?

Yes that person should  
→ read and sign the  
declaration below  No

- I filled in this form on the basis of the information the tenant gave me.
- I have read out the form and the answers to the tenant who seemed to understand them.
- I understand there are penalties for giving false or misleading information.

Full name (please print)

Signature

Date

Contact Number

### Office Use Only

A photocopy of each document attached

Yes

No

Staff initials

Each photocopy signed and dated by the tenant

Yes

No

Confirmation sent to client

Yes

No

Tenant's file updated

Yes

No