



# Rent Subsidy Application - Social Housing

A rent subsidy is granted to eligible customers to make rent more affordable. To apply for a rent subsidy, you must complete this form, declare all sources of income, and provide relevant supporting documentation for all household members aged 18 years or over.

A How Rent Is Calculated Fact Sheet will be provided to you with this form. Please read this Fact Sheet carefully before completing the form. The Fact Sheet tells you what information and documents you need to provide in order for us to assess your application.

Last name or family name:		Given Name(s):		Customer Code:
Address:				
Mobile phone:	Home phone:	Work phone:	Email address:	

**IMPORTANT:** You must advise Hume Housing in writing of any change in your income and/or household circumstances within 21 days of the effect of the change. You must do this even if you participate in the Income Confirmation Scheme or told Centrelink.

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

## Privacy Notice

Hume Housing 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 Hume Housing. It will be used to deliver services and to meet our legal responsibilities. We may also use your information within Hume Housing to plan, coordinate and improve the way we provide services. Hume Housing is also legally authorised to disclose information to outside bodies in certain circumstances.

Further information about your privacy rights can be found on Hume Housing's website [www.humehousing.com.au](http://www.humehousing.com.au) or by calling: (02) 9722 4300

Please tell us the reason that you are completing this form – For example: someone moved in or out, someone got a new job, new baby

Details of the change – Refer to the factsheet for examples of the important changes that you need to tell us about	Date of Change

## Household Members and Income Information

Please list ALL persons currently living at the property, as well as those who have recently moved in or out.

Each type of income source must be supported by relevant documentation. Please refer to the How Rent Is Calculated Fact Sheet.

FULL NAME List yourself first	DATE OF BIRTH	SEX M/F	RELATIONSHIP TO HEAD TENANT Eg. Partner, Son	SOURCE OF INCOME Eg. Wage, Centrelink Payment	CENTRE LINK CONSENT YES / NO	EVIDENCE OF INCOME SUPPLIED YES/NO	DATE MOVED INTO PROPERTY Additional Occupant Form to be completed DATE MOVED OUT OF PROPERTY Proof of new address to be provided
			HEAD TENANT				

It is important to ensure that the information provided for on each household member is complete and accurate.

If you or other members of your household have consented to Centrelink Confirmation eServices (CCeS), Hume Housing will obtain your income and asset details from Centrelink.

If you or any other household members aged 18 years or over have not already given Hume Housing written consent and would like to do so, please complete and sign a *Multiple Consent and Authority* (MCA) form.

## Declaration by Customer

I have read and understood the instructions given on this form. I have included details of all household members and included relevant proof of income documentation for each household member aged 18 years or over. I understand that I must notify Hume Housing within 21 days of change in the income, assets and/or people in my household. I declare that the information I have given is true and correct to the best of my knowledge for every person.

Signed: .....

Date.....