

Additional Person Information

This form is to be completed by the main applicant. Please complete one form for each person to be housed with you, if they are not already listed on your *Application for Housing Assistance*.

Questions that we need evidence for are marked with . See the *Evidence Requirements Information Sheet* for details. If you need more space, please write on a blank page and attach it to the application.

A1. Personal details of additional person



See item 1 on the *Evidence Requirements Information Sheet* for details.

Title Mr, Mrs, Ms, Miss

Last name or family name

First and middle name(s)

Is this person known by another name?

(for example, previous family name)

Yes
give details

No

What name? Family Name First Name

Relationship to you

Centrelink Reference Number (if applicable)

Sex Male Female

Date of birth DD/MM/YYYY

Does this person have a different residential address from you?

Yes
address of person

No

Phone Mobile

Email

Is this person of Aboriginal or Torres Strait Islander descent?

Yes
give details

No

Aboriginal

Torres Strait Islander


Aboriginal and Torres Strait Islander



See item 3 on the *Evidence Requirements Information Sheet* for details.

What is this person's current citizenship or residency status?

- Australian citizen Permanent resident Sponsored migrant
 New Zealand Special Category Visa Refugee/humanitarian Asylum seeker

 See items 4 and 5 on the *Evidence Requirements Information Sheet* for details.


Visa subclass number (if not relevant, write 'not applicable')

Date of arrival in Australia (if applicable)

A2. Does this person own (or part own) any residential or commercial property or land (including any property overseas)?

- Yes give details No → Go to A3.

Address of the property or land

 See item 7 on the *Evidence Requirements Information Sheet* for details.


A3. List the income for this person if aged 18 years and over.

You are required to list each type of income they receive. If this person is your partner and they are under 18 years of age, list their income.

Note: Income includes pension payments (including overseas pension), allowances, child support payments, wages, casual earnings, income from self-employment, regular insurance payments, interest from the bank, interest from investments, income from property ownership, etc.

If this person receives a Centrelink benefit, they can include their details on the Income Confirmation Scheme (ICS) Consent Authority on page 3 of this form or on a separate community housing income confirmation form.

Type of income	Paid	Amount of income
	<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly	\$
	<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly	\$
	<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly	\$
	<input type="checkbox"/> Weekly <input type="checkbox"/> Fortnightly	\$


 See item 8 on the *Evidence Requirements Information Sheet* for details.

A3a. List the savings/financial assets for this person if aged 18 years and over.

You are required to list each type of financial asset they own. If this person is your partner and they are under 18 years of age, list their assets.

Note: Include all bank accounts, savings accounts, cash, shares, term deposits, etc.


Type of financial asset	Value of asset
	\$
	\$
	\$
	\$

 See item 9 on the *Evidence Requirements Information Sheet* for details.

A4. Does this person make regular child support payments?

- Yes give details No → Go to A5.

How do they pay?	How often do they pay?	How much do they pay?
<input type="checkbox"/> Through a government agency <input type="checkbox"/> Directly to the person		\$
<input type="checkbox"/> Through a government agency <input type="checkbox"/> Directly to the person		\$

 See item 10 on the *Evidence Requirements Information Sheet* for details.

A5. Does this person have ongoing expenses due to a disability, medical condition or permanent injury?

Yes
give details

No → Go to A6.

What is it for?	How often do they pay?	How much do they pay? (approximately)
		\$
		\$
		\$
		\$



See item 11 on the *Evidence Requirements Information Sheet* for details.

A6. Consent of additional person

If the person on the application is AGED 16 YEARS AND OVER they must provide their written permission for their personal information to be collected by the main applicant.

To do this, they need to read the statement below and sign and date this form.

I give my permission for:

- my personal information on this form to be collected by the main applicant.
- the proper use of my personal information by social housing providers in order to process this application.

Name of additional person	Signature	Date
		DD/MM/YYYY

Income Confirmation Scheme Consent Authority

If you or anyone on this application wish to participate in the Centrelink Income Confirmation Scheme please complete the consent form below.

This consent will be used for the sole purpose of authorising Centrelink to provide information to the Department of Family and Community Services (FACS) to assess your eligibility for concessions or services provided by FACS.

If you do not want Centrelink to provide your information electronically to FACS, you will need to obtain the information required from Centrelink yourself and provide it to FACS.

Please read and sign the consent and the declaration below:

- I authorise the Department of Family and Community Services (FACS) to use Centrelink Confirmation eServices to perform a Centrelink enquiry of my Centrelink Customer details and concession card status in order for FACS to determine if I qualify for a concession, rebate or service.
- I authorise the Australian Government Department of Human Services to provide the results of that enquiry to FACS.
- I understand that the Department of Human Services will use information I have provided to FACS to confirm my eligibility for concessions, rebates or services and will disclose to FACS my personal information including my name, address, concession card status, payment type, payment status, income, assets, one-off payments, deductions and shared care arrangements.
- I understand that this consent, once signed, remains valid while I am a customer of FACS unless I withdraw it by contacting FACS or the Department of Human Services.
- I understand that I can obtain proof of my circumstances/details from the Department of Human Services and provide it to FACS so that my eligibility for concessions, rebates or services can be determined.
- I understand that if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the concessions, rebates or services provided by FACS.

Family name	Given name(s)	Date of birth	Centrelink Customer Reference Number	Signature	Date
		DD/MM/YYYY			DD/MM/YYYY

More information about Centrelink Confirmation eServices is available from Centrelink or on Centrelink's website at www.humanservices.gov.au.

Interpreting Services

If you need help with interpreting or translation because English is not your first language, phone the *All Graduates Interpreting and Translating Service* on 1300 652 488. They will phone the social housing provider and interpret for you for free.