

Tenant Financial Hardship Application

Please note: one application to be completed per job loss/change of employment circumstances

Tenancy information	
Tenant name/s:	
Address:	
Tenant/s Contact details	
Place of employment	
Employer contact details	

Family income/employment status			
Number of adults in household:		Number of dependents in household:	
Name of the household member/s who have been affected by financial hardship?		Name of the household members who have been unaffected by financial hardship?	
Total household weekly income (current)		Total household weekly income prior to Covid-19 related job or income loss	

Supporting Information:

- I have attached a copy of my 3 most recent payslips
- I have attached 3 most recent payslips from all working household members
- I have attached a copy of my most recent bank statement
- I am currently receiving on Centrelink benefits Centrelink statement attached

Financial request (Please Choose one and complete information)			
RENT REDUCTION	<input type="checkbox"/>	RENTAL REPAYMENT PAYMENT PLAN	<input type="checkbox"/>
Current Rent:		Current rent:	
Proposed reduced rent amount:		Proposed amount payable per week:	
Period of proposed rent reduction:		Period of proposed rent reduction:	
		Difference in rent total:	
		Agree to pay the above difference in rent back to the property Owner by way of payment arrangement	<input type="checkbox"/>

Reason for Tenant Financial Hardship Application

Please complete the following section that is appropriate to your current employment circumstances

A) Employment terminated

My employment has been terminated. Last day of employment: _____
Role & company: _____

- I have attached a Letter of Separation from employer
- I have attached copies of 3 most recent pay slips
- I have attached a copy of my bank statement/s
- I have applied for JobSeeker or JobKeeper payments

Date of application: ____/____/____

Application number: _____ Expected start date: _____ Benefit amount \$ _____

B) Isolation restrictions

I am in forced isolation due to _____

First date of isolation: _____ Expected last day of isolation: _____

I will be returning to work on _____

- I have attached copies of 3 most recent pay slips
- I have attached a copy of my bank statement/s

C) Reduced hours

I have had my hours or income significantly reduced

- I have attached confirmation letter from my employer **OR**
- I am a Sole Trader

My hours have reduced by: _____ per week. Income loss of \$ _____ per week

Role & company: _____

Company contact for confirmation:

- I have attached copies of 3 most recent pay slips
- I have attached a copy of my bank statement/s
- I have applied for Centrelink benefits **OR** I am not eligible for Centrelink Benefits

Application number: _____ Expected start date: _____ Benefit amount \$ _____

D) Business owner

- I am a Business Owner and have had my income significantly reduced
 - I have attached a copy of my business bank statement
 - I have attached a copy of my personal bank statement
 - I have attached a copy of my ABN
 - I have attached a copy of my last company tax return
 - I have applied for Centrelink benefits including Rent Assistance
 - I have applied for relevant State Government business grants

Nature of Business: _____

Business name: _____

Accountant name & contact details: _____

Expected for business to run commence trading once crisis has subsided: YES NO

Disclosure

I/We confirm that we are in true financial hardship. I/we have exhausted all options for financial aid and make a declaration that my/our financial position has been adequately portrayed within this application.

I/we understand that until such a time that a financial request is negotiated and/or agreed upon, that the rent will remain the same as per the original agreement and standard procedures will apply for collection of rent.

Print Name: _____

Signed: _____

Date of submission: _____