

## Tenant Financial Hardship Application – COVID-19

TENANCY INFORMATION	
Tenant Name/s:	
Address:	
FAMILY/LIVING SITUATION	
Number of adults in household:	Number of dependents:
How many household members have been <b>affected</b> by financial hardship?	How many household members have been <b>unaffected</b> by financial Hardship? _____ Position: _____ Employer: _____
Total household income current:	Income: <input type="checkbox"/> I have attached a copy of my 3 most recent pay slips <input type="checkbox"/> I have attached a copy of my bank statement <input type="checkbox"/> I am on Centrelink benefits <input type="checkbox"/> Centrelink statement attached
WORKING SITUATION	
PLEASE NOTE: ONE APPLICATION TO BE COMPLETED PER JOB LOSS/CHANGE OF JOB CIRCUMSTANCES	
<input type="checkbox"/> My employment has been terminated Last day of employment: _____ Position & Employer: _____ <input type="checkbox"/> I have attached a letter of separation from employer <input type="checkbox"/> I have attached copies of 3 most recent pay slips <input type="checkbox"/> I have attached a copy of my bank statement/s <input type="checkbox"/> I have applied for Centrelink benefits including Rent Assistance Application number: _____ Expected start date: _____ Rate of pay: _____ <input type="checkbox"/> I have/intend on applying for early access to Superannuation	
<input type="checkbox"/> I am in forced isolation due to _____ First date of isolation: _____ Expected last day of isolation: _____ I will be returning to work on _____ <input type="checkbox"/> I have attached copies of 3 most recent pay slips <input type="checkbox"/> I have attached a copy of my bank statement/s	
<input type="checkbox"/> I have had my hours or income significantly reduced <input type="checkbox"/> I have attached confirmation letter from my employer OR <input type="checkbox"/> I am a Sole Trader My hours have reduced by: _____ Income loss of: _____ Position and Employer: _____ Company contact information: <input type="checkbox"/> I have attached 3 most recently pay slips <input type="checkbox"/> I have attached a copy of my bank statement/s <input type="checkbox"/> I have applied for Centrelink benefits including Rent Assistance Application number: _____ Expected start date: _____ Rate of pay: _____ <input type="checkbox"/> I have/intend on applying for early access to Superannuation	

- 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/intend on applying for early access to Superannuation

Nature of Business: \_\_\_\_\_ Business Name: \_\_\_\_\_

Accountant name and contact details: \_\_\_\_\_

Business expected to recommence trading once crisis has subsided: Yes / No

**FINANCIAL REQUEST**

**Rental reduction**

Current rent: \$ \_\_\_\_\_

Proposed reduced rent: \$ \_\_\_\_\_

Period of reduction: \_\_\_\_\_

**Rental payment plan**

Pay \$ \_\_\_\_\_ per \_\_\_\_\_

Difference in rent total: \$ \_\_\_\_\_

Pay difference back by:

- Paying an extra \$ \_\_\_\_\_ per \_\_\_\_\_
- For a period of \_\_\_\_\_ weeks/ fortnights/ months

**NOTES:**

Please add any notes here that will support your application:

**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 current, and standard procedures will apply for collection of rent.

Signed:

Date of submission

Signed:

Date of submission