

Complete this form to register for a transfer from your Housing SA property to either:

- another public or Aboriginal housing property
- housing managed by Housing SA in an Aboriginal community

You can find information about registering for a transfer online at www.sa.gov.au/housing, including:

- who's eligible for a transfer
- the proof of income and identity you need to provide
- maps showing the areas where public housing is located
- Housing SA's office locations

Housing SA uses the information you provide on this form to:

- assess your eligibility for housing
- match your registration of interest to available vacancies
- collect statistics to improve services.

What you need to do

1. Complete this form.
2. Sign the Declaration at the end of the form.
3. Provide proof of identity for everyone on your registration aged 16 and over who hasn't already provided it to Housing SA.
4. Return this form to Housing SA.

You'll receive a letter telling you if you've successfully registered for a transfer or if more information is required. Your registration for a transfer can't be processed if you don't provide all the information asked for. You may be asked to verify your circumstances or attend an interview to discuss your situation.

Contact

If you need help or have questions about this form, please contact Housing SA:

Phone: 131 299

Email: housingcustomers@sa.gov.au

PO Box 1669,
Adelaide SA 5001

www.housing.sa.gov.au

Office use only

Date Received:

Staff User ID:

Customer Name:

Customer Number:

Your details

Your full name:

Title (eg Ms, Mr):

Date of birth:

Customer number:

Address:

Postal address (if different):

Phone:

Email:

Select how you would like us to contact you. Number up to 2 options in order of preference.

 Email Text Message Letter**Other household members**

Include any other adults or children who will be living with you. If you need room for another household member, add a page.

Other household member 1

Full name:

Title (eg Ms, Mr):

Include any other names they've been known by:

Date of birth:

Gender: Male Female Other:

Are they of Aboriginal and/ or Torres Strait Islander descent?

 No Aboriginal Torres Strait Islander Aboriginal & Torres
Strait Islander Prefer not to say

Relationship to you - eg partner, child, friend, carer:

Country of birth:

Other household member 2

Full name: _____ Title (eg Ms, Mr): _____

Include any other names they've been known by: _____

Date of birth: _____

Gender: Male Female Other: _____

Are they of Aboriginal and/ or Torres Strait Islander descent?

No Aboriginal Torres Strait Islander Aboriginal & Torres Strait Islander Prefer not to say

Relationship to you - eg partner, child, friend, carer: _____

Country of birth: _____

Other household member 3

Full name: _____ Title (eg Ms, Mr): _____

Include any other names they've been known by: _____

Date of birth: _____

Gender: Male Female Other: _____

Are they of Aboriginal and/ or Torres Strait Islander descent?

No Aboriginal Torres Strait Islander Aboriginal & Torres Strait Islander Prefer not to say

Relationship to you - eg partner, child, friend, carer: _____

Country of birth: _____

Other household member 4

Full name: _____ Title (eg Ms, Mr): _____

Include any other names they've been known by: _____

Date of birth: _____

Gender: Male Female Other: _____

Are they of Aboriginal and/ or Torres Strait Islander descent?

No Aboriginal Torres Strait Islander Aboriginal & Torres Strait Islander Prefer not to say

Relationship to you - eg partner, child, friend, carer: _____

Country of birth: _____

Your preferred housing types

Select the types of housing you want to register for. You can select more than one.

- Public housing**
You'll be registered for public housing if you're eligible.
- Aboriginal housing**
You'll be registered for public and Aboriginal housing if you're eligible. You can register your interest, but won't be offered Aboriginal housing unless you provide Confirmation of Aboriginality.
- Housing in an Aboriginal community**
You need to be connected to the Aboriginal community you want to register for and provide Confirmation of Aboriginality.
List the Aboriginal community you want to register your interest in:

Your current accommodation

List why you need to leave your current accommodation. You can select more than one.

- I don't like where I live
- My safety is at risk
- My house is too crowded
- I want to transfer to a different area
- My house is too crowded
- Other:
- I have separated from my partner
- I'm at risk of or experiencing domestic abuse
- I must transfer because of medical reasons
- I've been asked to transfer
- The location of my current housing is unsuitable

Provide more detail about why you need to leave:

Your housing preferences

Pets

Provide details of any pets you have - eg a small dog, a parrot:

Bedrooms

You'll be offered housing with a suitable number of bedrooms for your household.

Bedsit housing has a combined lounge room and bedroom. If you're the only person in the household, would you accept a bedsit?

Yes

No

Provide details about your situation if you need an extra bedroom because of exceptional circumstances, for example need space for medical equipment, you have regular overnight care of children:

Amenities and modifications

Select all the amenities you must have in a house:

Bath

Less than 1 or 2 entry steps

Walk-in shower

Small yard

No stairs

Wheelchair access

Other modifications you'll need, for example to accommodate someone with a disability:

Who in your household needs these amenities and modifications?

Do you need any other essential housing requirements?

Areas

List the areas you would like to live in:

You can find maps showing all the areas where public housing is available online at www.sa.gov.au/housing.

Your supports and people we can contact

If there's a support agency or someone who provides you with regular support, provide their details:

Name:

Agency:

Phone:

Email:

Do you give your consent for Housing SA to share your personal information with this person or organisation?

Yes

No

Choose what information Housing SA can discuss with this person:

- Registration for a transfer
- Support packages and programs
- Debt you owe to Housing SA
- Other – eg an appeal:

Provide the details of someone we can contact if we aren't able to get in touch with you:

Name:

Relationship to you:

Address:

Phone:

Email:

Do you give your consent for Housing SA to share your personal information with this person or organisation?

Yes

No

Choose what information Housing SA can discuss with this person:

- Registration for a transfer
- Support packages and programs
- Debt you owe to Housing SA
- Other – eg an appeal:

You can withdraw your consent at any time by contacting Housing SA.

Your signature

When you sign this form, you're stating you understand and agree to all of the below terms and conditions.

- I declare that all the information I've provided is true and correct and confirm that everyone named on this form knows their personal information's being disclosed as described.
- I understand that any assistance I get because of incorrect information I've provided may be withdrawn and/ or subject to repayment
- I understand that I may become ineligible for services if my circumstances change.
- I understand that if I incur any debt to the South Australian Housing Trust (SAHT), now or in the future, I'll be required to pay the amount I owe in full, or arrange and make regular payments towards the debt, or my access to future services may be affected
- I authorise Housing SA to make enquiries to find out my new address, and consent to details of my new address being supplied to Housing SA if I move address and I have an outstanding debt to the South Australian Housing Trust (SAHT)
- I understand that Housing SA keeps the personal information I've provided on this form secure and that it may only be shared by Housing SA in line with Housing SA's Privacy and information sharing policy
- I agree to leave my current property in a clean and tidy condition free from rubbish or personal effects when I transfer
- I understand I must pay a bond equal to 1 week's rent before I transfer if I'm moving into public or Aboriginal housing
- I understand I must pay rent in advance before I transfer based on rent for the number of days between the date I'm allocated and the following Saturday
- If anyone completed this form on my behalf, they've explained the relevant questions and clauses to me.

Your name:

Signature:

Date: / /

Other person's declaration

This form has been completed with the information the registrant supplied to me.

I drew the registrant's attention to the above clauses, and they've agreed that they understand.

Your name:

Signature:

Date: / /

Relationship to the registrant: