

Housing SA

Rent Deduction Scheme

If you want Centrelink to take your rent or other amounts out of your social security payments and send it to Housing SA, complete this form. Housing SA will credit your payments to your account .

Deduction authority for housing payments

Please ensure you sign the Authorisation.

Your details

Your full name:

Date of birth:

Customer Number:

Centrelink reference number:

Veterans' Affairs reference number:

Type of social security payment:

Address:

Phone:

Email:

Payments will continue if your type of social security payment changes.

Your payments to Housing SA

Date you want payments to start: / / *The date must be at least 3 days in the future.*

You must continue to make payments using other payment options until you receive a letter from Centrelink saying your payments to Housing SA are about to start.

When you fill in the information below, you need to tell us whether you are paying rent and/or other charges. If you are paying charges other than rent, such as maintenance repairs or water usage, you need to tell us if you want to either:

- Keep deducting until the total debt in your account is paid
- Continue deducting so that you build up a credit for a future debt, for example water usage
- Pay a specific amount, for example \$200

Amount to be taken out of your social security payment each fortnight .

Type of payment	Amount	Customer number*	Payment reference number Office Use Only	Completion Amount**
Rent				N/A
Other				

*This is the account the payment will be made to. **This is the amount at which other payments or your credit build up will stop.

Your partner's / other person's details

If you are sharing payments with another person, that person should fill in this section. If you are not sharing payments with another person, leave this section and the next section blank.

Full name:

Date of birth:

Customer Number:

Centrelink reference number:

Veterans' Affairs reference number:

Type of social security payment:

Address:

Phone:

Email:

Payments will continue if your partner's / other person's type of social security payment changes.

Your partner's / other person's payments

Date you want payments to start: / / *The date must be at least 3 days in the future.*

You must continue to make payments using other payment options until you receive a letter from Centrelink saying your payments to Housing SA are about to start.

When you fill in the information below, you need to tell us whether you are paying rent and/or other charges. If you are paying charges other than rent, such as maintenance repairs or water usage, you need to tell us if you want to either:

- Keep deducting until the total debt in your account is paid
- Continue deducting so that you build up a credit for a future debt, for example water usage
- Pay a specific amount, for example \$200

Amount to be taken out of your social security payment each fortnight .

Type of payment	Amount	Customer number*	Payment reference number Office Use Only	Completion Amount**
Rent				N/A
Other				

*This is the account the payment will be made to. **This is the amount at which other payments or your credit build up will stop.

Other important information

You may cancel or change your Rent deduction scheme deductions for rent or other charges by contacting Housing SA or Centrelink. When your deduction is cancelled, Centrelink will send you a letter confirming the cancellation. They also tell Housing SA.

The Rent deduction scheme can be used by anyone receiving a social security payment (including former tenants and private rental assistance customers) to pay any outstanding amounts owed to Housing SA.

If you have applied to receive a social security payment but have not yet been paid, wait until you start getting paid before completing this form.

The information you provide on this form will be used by Housing SA to provide you with an appropriate service. If you do not complete the form correctly, Housing SA may not be able to assist you. Please contact Housing SA if you have any questions about how to complete this form. Housing SA may also use the information you provide for statistical purposes.

Any information you provide in this form may be disclosed to Centrelink. Centrelink may use this information to confirm that you are receiving the correct social security entitlement and to provide the direct deduction service to Housing SA.

The information you provide is protected by the Privacy Act 1988 (Cth) and the South Australian Information Privacy Principles. Housing SA and Centrelink will keep the information you provide on this form confidential, except where disclosure is authorised or required by an Act of Parliament or a Court Order.

You may access the information you provided by contacting any Housing SA Office.

Authorisation

- I/we authorise Centrelink to take out of my/our social security payment each fortnight amounts in respect of my/our agreement with Housing SA and pay the amounts stated above directly to Housing SA.
- I/we understand that if my/our rent or the other amounts (as set out in this Deduction Authority) change, Housing SA will notify Centrelink and the new amount, including the amount of any debt to be repaid, calculated at 20% of my rent (unless otherwise agreed) in accordance with Housing SA policy, will be deducted from my/our social security payment from the next available payday. (Centrelink will notify you of any changes made to amounts deducted from your social security payment paid to Housing SA).
- I/we understand that it is my/our choice to have the above amounts deducted from my/our social security payment, and that I/we can withdraw from the scheme at any time.
- I/we understand that Housing SA may check my/our personal information provided on this form with Centrelink for the purpose of confirming and/or clarifying that the details are correct.
- I/we agree that if a person other than the tenant contributes to payments that are the tenant's legal responsibility, no rights or claims against Housing SA are conferred on that other person.
- I/we agree that Housing SA's rights or obligations to me/us or any other occupier of the property are not diminished in any way by the fact that current payments are received from Centrelink.
- I/we agree that any credit due at the end of the tenancy can be paid to any person whose name was on the Conditions of Tenancy as a tenant of the property.
- If I/we acknowledge that if I/we have insufficient Centrelink payment or my/our social security payment is changed or is cancelled I will need to make other arrangements with Housing SA to pay my rent or other charges owing to Housing SA.

Your signature: _____

Date: / /

Your partner's / other person's signature: _____

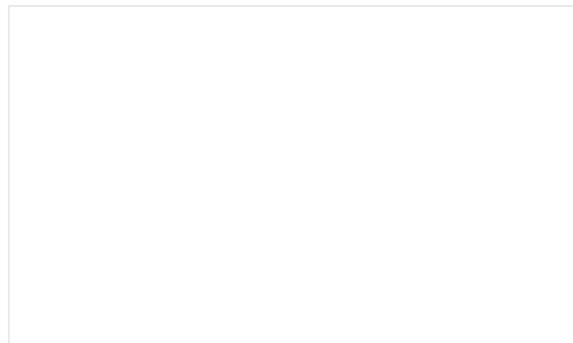
Date: / /

Office use only

Date received:

Date entered:

Housing SA authority stamp



1PRTC02
2PRTC02