



AFFORDABLE RENTAL OFFICE

CHECKLIST – SUPPORTING DOCUMENTATION

Before you attend Affordable Rental Office for your assessment, please ensure you have the following necessary supporting documents.

Place a ✓ in the box if the document is attached to your application.

- Proof of identity** - these must total 100 points for each applicant and adult household member. A birth certificate or immunisation record is sufficient proof of identity of a dependent child.
- Proof of income** - from all sources e.g. Centrelink, Austudy, wages, overseas pensions, interest earnings, profit & loss statements etc. for applicants and household members over 16 years of age.
- Proof of residency in the ACT** - current residential lease, transaction statement from a bank, statement from Centrelink.
- Proof of working in the ACT** - current contract shows you work in the ACT (where applicable).
- Details of deposited savings** - details of all accounts i.e. statements or bank books. **Receipts from automatic tellers and internet bank receipts are NOT acceptable.**
- Details of investments** - documents that show value of all investments e.g. share certificates, bond certificates, trust accounts or fixed term deposits.
- Documents relating to a pending property settlement** – i.e. documents that show settlement details or any outstanding mortgages, property market value, the property is on the market for sale, and your expected equity from the sale.
- Notice of repossession of your residential property.**
- Any other relevant statements or notices** – to support your application for Affordable Rental Housing.



Further information

If you would like further information please contact the Affordable Rental Office on 6207 4577.

Accessibility

The ACT Government is committed to making its information, services, events and venues, accessible to as many people as possible.

If you have difficulty reading a standard printed document and would like to receive this publication in an **alternative format** – such as large print or audio – please telephone **(02) 6205 0619**.

If English is not your first language and you require the **translating and interpreting services** – please telephone **131 450**.

If you are deaf or hearing impaired and require the **TTY typewriter service** – please telephone **(02) 6205 0888**.

