



## APPLICATION FOR HARDSHIP ASSISTANCE

Property Number(s) \_\_\_\_\_  
*(Number as per Rates/Water notice **NOT** street address)*

Property Owner \_\_\_\_\_  
*(Owner(s) of Property according to Council Notice)*

Property Street Address \_\_\_\_\_

Postal Address \_\_\_\_\_

Contact Phone No \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Have you been convicted of fraud within the past 10 years?  Yes  No

### Property Information

- a) Is this property your principal residence?  Yes  No
- b) Do you own the property:
- a. By yourself?  Yes  No
  - b. With a spouse?  Yes  No
  - c. With other person/(s)?  Yes  No
- c) How many people live at the property? \_\_\_\_\_
- d) Is any part of the property tenanted?  Yes  No



<b>Income</b>	
Your average weekly income after tax	\$
Income of spouse/partner + income from any other source (eg. Centrelink)	\$

<b>Your Employment Details</b>		
Name of employer: .....		
Address of your employer: .....		
(Street Address)		
.....	.....	.....
(Locality)	(Post Code)	(State)

<b>Assets</b>		
<b>Assets Owned By You</b>		<b>Current Value</b>
Home	Address: .....	\$
Funds in Banks/Financial Institutions	Institution: .....	\$
	Institution: .....	\$
	Institution: .....	\$
Investments	Name: .....	\$
	Type: .....	
	Name: .....	\$
	Type: .....	
	Name: .....	\$
	Type: .....	
Motor Vehicle/s	Year: ..... Make: .....	\$
	Model: ..... Rego No: .....	
	Year: ..... Make: .....	\$
	Model: ..... Rego No: .....	
	Year: ..... Make: .....	\$
	Model: ..... Rego No: .....	
Household contents	Total: <i>(No need to list separately)</i>	\$
Other Personal Property	Specify: .....	\$
<b>Total value of property owned by you</b> <i>(Please supply supporting documentation)</i>		<b>\$</b>

<b>Average Weekly Expenses</b>		
<b>Item</b>	<b>Weekly Amount</b>	
Food	\$	
Household supplies	\$	
Mortgage/Rent	\$	
Gas	\$	
Electricity	\$	
Heating fuel	\$	
Telephone	\$	
Motor vehicle	\$	
Petrol	\$	
Maintenance	\$	
Fares	\$	
Clothing & Shoes	\$	
Medical/Hospital funds	\$	
Entertainment/Hobbies	\$	
Education Expenses (including fees and levies)	\$	
Chemist/Pharmaceutical	\$	
Visa/Mastercard	\$	
Hire Purchase Payments	\$	
Other Necessary Commitments (specify)	\$	
Agriculture	\$	
Other	\$	
<b>Total</b>	<b>\$</b>	
<b>Liabilities</b>	<b>Weekly \$</b>	
Home Mortgage	Details:	\$
Credit Cards	Details:	\$
	Details:	\$
Other Loans	Details:	\$
Other Liabilities	Details:	\$
<b>TOTAL</b>	<i>(Please supply supporting documentation)</i>	
		\$

## Additional Questions Regarding Financial Circumstances

Do you have any income, assets or liabilities not disclosed in this examination notice?

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What arrangements are you prepared to make to satisfy this debt?

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Please attach any other information that may support your application.

## Declaration By Applicant For Hardship Assistance

I declare that the information provided in this application is true, correct and complete. I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the **Oaths Act, 1900**.

Sworn Affirmed at.....Signature of deponent.....

Name of witness.....

Address of witness.....

Capacity of witness (Justice of the peace/Solicitor/Barrister/Commissioner for affidavits/Notary public)

And as a witness, I certify the following matters concerning the person who made this affidavit (the **deponent**):

1. I saw the face of the deponent [OR, delete whichever option is inapplicable]

I did not see the face of the deponent because the deponent was wearing a face covering, but I am satisfied that the deponent had a special justification for not removing the covering.<sup>1</sup>

2. I have known the deponent for at least 12 months. [OR, delete whichever option is inapplicable]

I have the deponent's identity using the following identification document:

.....  
Identification document relied on (may be original or certified copy)<sup>2</sup>

Signature of witness.....

<sup>1</sup> [The only "special justification" for not removing a face covering is a legitimate medical reason (at April 2012).]

<sup>2</sup> ["Identification documents" include current driver licence, proof of age card, Medicare card, credit card, Centrelink pension card, Veterans Affairs entitlement card, student identity card, citizenship certificate, birth certificate, passport or see Oaths Regulation 2011 or [JP Ruling 003 - Confirming identity for NSW statutory declarations and affidavits](#), footnote 3.]

### Penalties for False Statutory Declarations

The **Oaths Amendment Act 1996** provides that if a Statutory Declaration is made to gain material benefit and the offence is dealt with by indictment the penalty is up to 7 years imprisonment. If dealt with summarily then the penalty is up to 2 years imprisonment and/or a fine of 100 penalty units (\$11,000). If the offence is swearing a false declaration that does not involve material benefit, the penalty is up to 12 months imprisonment and/or a fine of 50 penalty units (\$5,500.)

## Customer Consent

I/We, \_\_\_\_\_

authorise the Council to receive from government departments and other institutions information which is necessary for the Council to decide whether I am eligible for hardship assistance in relation to the property which I have given as my property address.

I may revoke this Customer Consent Record at any time by giving Council **written** notice that my consent is revoked.

I acknowledge I have read and understood this Customer Consent record.

Applicants Signature/s: \_\_\_\_\_ Date: \_\_\_\_\_

## Privacy And Personal Information Protection Act 1998

Compliance with Section 10

The information contained in this application form and any information requested for the purpose of assessing eligibility for a Hardship Provision – Rates and Charges assistance is required under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

This information is required before your application for a Hardship Provision – Rates and Charges assistance can be considered and processed. The information is private and confidential and Council must not disclose the information to any person or body if it is not directly related to the purpose for which the information was collected.

If you have a complaint about the use of your personal information, contact the Council's Public Officer. The information contained or referred to in this application form may be corrected and updated by you, by contacting the Council.

## Purpose Of This Form

This form is to be completed by Ratepayers wishing to be considered for Hardship Provision – Rates and Charges assistance as prescribed in Council's Hardship – Rates and Charges Policy.

## Privacy Statement

You will need to provide personal information to Council in respect of this application. Council is required under the Privacy & Personal Information Protection Act 1998 (PPIPA) to collect, maintain & use your personal information in accordance with the Privacy Principles & other relevant requirements of the PPIPA. For further clarification please contact Council's Public Officer.