



## Rent and bond payment application form

If you don't have enough money to pay your bond and rent in advance payments, you may be able to get help from the Ministry of Social Development to meet these costs. You will need to pay this money back.

To get help with these costs you must meet certain qualifications and obligations. We will give you a call to discuss these things once we receive your completed form from your social housing provider.

If you meet the qualifications, we will make arrangements with you to pay it back over a period of time. We will pay the bond and any rent in advance payments straight to your social housing provider.

### How to fill out this form

Use this form to apply for help with paying your bond and rent in advance that will go to your social housing provider.

You will need your housing provider to fill in a section of this form to confirm the details are correct.

### What to do when there is more than one person on the Tenancy Agreement

If there is more than one person on your Tenancy Agreement, the other person will need to fill out their own form if they need to pay part of the bond and rent in advance.

If you have a partner and they are also on the Tenancy Agreement, your partner will need to fill out their own form if they need to pay part of the bond and rent in advance.

### When we receive the form

Once we have received the form, we will give you a call to talk about it.



# Rent and bond payment application form

Complete this form if you need help with paying rent and bond.

If your partner (if you have one) or another tenant also wants to apply, they need to complete a separate form.

## Tell us about yourself

### Tell us your details

1

**Client number**    |    |

2

**What is your full name?**

Mr  Mrs  Ms  Miss Other

First and middle names

Surname or family name

3

**What date were you born?**

|                      |                      |                      |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Day                  | Month                | Year                 |

### Tell us how we can contact you

4

**Where do you currently live?**

Flat/House number Street Name

|                      |                      |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|

Suburb

Town/City

5

**Is your mailing address different from where you live?**

No  Yes



**Tell us your mailing address**

  



INFORMATION FOR Q1:

Write your client number here if you know it. This number can be found on your Community Services Card or SuperGold Card if you have one.



HOW TO ANSWER Q4:

If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.



HOW TO ANSWER Q5:

Mailing address can include a postal box (PO Box), rural delivery details, or C/O address.

**HOW TO ANSWER Q6:**  
Please only give us contact details you would like us to use.

**6**

### How else can we contact you?

Tick the best way for us to first contact you

|                    |        |  |
|--------------------|--------|--|
| Home phone         | (    ) |  |
| Mobile phone       | (    ) |  |
| Other mobile phone | (    ) |  |
| Fax                | (    ) |  |

**7**

### Do you agree to get emails from us?

No     Yes         I don't have an email address

**8**

### What do you need assistance for?

|   |                                |                         |
|---|--------------------------------|-------------------------|
| <input type="checkbox"/> To pay rent in advance | Total rent in advance required | \$ <input type="text"/> |
| <input type="checkbox"/> To pay my bond         | Total bond required            | \$ <input type="text"/> |
|   | <b>Total amount requested</b>  | \$ <input type="text"/> |

**9**

### Why are you applying for help with these costs?

Cannot afford to pay     Have high level of debt     Other   

  

**10**

### Is there more than one tenant on the Tenancy Agreement?

No         Yes

**11**

### What is the name of the other tenant(s)?

First and middle name     Surname or family name

First and middle name     Surname or family name

First and middle name     Surname or family name

**12**

### Is the amount being paid for bond and rent in advance being split between tenants?

No         Yes

# Housing provider details

To be filled in by your housing provider

**13** What is the full name of the housing provider?

Payment reference number:

**14** What is the address of the property the rent and bond payment is for?

Flat/House number Street Name

Suburb

Town/City

**15** What is the weekly rent the tenant pays for this property?

 \$

**16** What is the total rent in advance and bond payment required for this property?

Total rent in advance required  \$

Total bond required  \$

Total amount requested  \$

**17** When does the tenancy start?

Day Month Year

## Housing provider representative's declaration

I confirm this information is correct.

Name of representative (print)

Representative's signature

Date

Day Month Year

# Declaration

## Assistance with bond and rent in advance payments

- I understand that before I get help meeting the cost of the bond and rent in advance I need to meet certain qualifications and obligations, and that I will be contacted to discuss this further.
- The information I have given is true and complete.
- I allow MSD to give information to my housing provider relating to money payable under this agreement.

|                          |                       |                      |                      |                      |
|--------------------------|-----------------------|----------------------|----------------------|----------------------|
| Applicant's name (print) | Applicant's signature | Date                 |                      |                      |
| <input type="text"/>     | <input type="text"/>  | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|                          |                       | Day                  | Month                | Year                 |

If you are a Youth Service client, you should take this form to your Youth Service provider who will present it on your behalf.

All other clients, please leave the completed form with your housing provider representative who will provide it to MSD.

