When to use this form

Use this form to claim Special Benefit from the Australian Government Department of Human Services if you are in severe financial hardship due to circumstances beyond your control.

To qualify for Special Benefit you must:

- be in severe financial hardship
- be unable to earn a sufficient livelihood for yourself and your dependants by reason of age, physical or mental disability or domestic circumstances or for any other reason over which you have no control
- not be receiving or entitled to an income support payment or a Service Pension from the Department of Veterans’ Affairs
- not be entitled to receive any other ongoing support
- be a permanent Australian resident or the holder of an approved visa, and
- be residing in Australia at date of claim and during the period of payment except under certain exceptional circumstances (ask us for more information).

We have professional social workers at our service centres and smart centres throughout Australia. Social workers can offer you personal counselling and support in difficult times, such as domestic and family violence, severe financial hardship, homelessness, loss and bereavement. They can also refer you to other services and programs like housing, health, emergency relief, legal and/or counselling services and support groups. Tell the Service Officer if you would like to see a social worker.

Online services

You can access your Centrelink online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at my.gov.au and link it to your Centrelink online account. To make a claim online, access your Centrelink online account through myGov, then select ‘Make a Claim’.

What else you will need to provide

You may need to provide identity documents. There is a list of acceptable documents in the Confirming your identity form (SS231) or go to humanservices.gov.au/identity

Returning your form

Check that all required questions are answered and that the form is signed and dated.

Return this form and any supporting documents to us within 14 days of first contacting us, so we can process your application or claim. If you cannot do this within 14 days, you must contact us at the earliest possible date to make an arrangement.

You can return this form and any supporting documents:

- online (excluding identity documents) using your Centrelink online account. For more information, go to humanservices.gov.au/submitdocumentsonline
- by post to
  Department of Human Services
  Centrelink
  PO Box 7800
  CANBERRA BC ACT 2610
- in person at one of our service centres, if you are unable to submit this form and any supporting documents online or by post.

Keep these Notes (pages 1 to 3) for your information.
For more information

Go to humanservices.gov.au/specialbenefit or call us on 132 850 or visit one of our service centres.

We can translate documents you need for your claim for free.

To speak to us in other languages, call 131 202.

Note: Call charges may apply.

If you have a hearing or speech impairment, you can contact the TTY service on Freecall™ 1800 810 586. A TTY phone is required to use this service.

Definition of a partner

Under social security and family assistance law, you are considered partnered and therefore a member of a couple if you and the person you have a relationship with are:

• married, or
• in a registered relationship, or
• in a de facto relationship.

You are not considered a member of a couple if you and the person are living separately and apart on a permanent or indefinite basis.

Note: Two people not physically living together can still be considered a member of a couple.

You may be considered to be in a de facto relationship if you are not married but have a relationship similar to a married couple.

For more information, go to humanservices.gov.au/moc
Information in other languages

English
To speak to us in a language other than English, call 131 202.
Call charges apply. Calls from mobile phones may be charged at a higher rate. Go to humanservices.gov.au and select the language button to find information in your language.

Amharic
Não há informações em amarílc. Para 131 202, entre em contato com o suporte ao cliente. (1300 000 000) ou visitar o site humanservices.gov.au. O SUS é ouvido em língua amárica.

Arabic
للتحدث إلى اللغة العربية. اتصل بالرقم 131 202. تطبيق رقم على
الكلام. وقد يتم الحصول على معلومات عن المكتبات عبر الهاتف
ال работникية. أذهب إلى الموقع humanservices.gov.au على
أغطية المكتبات.

Chinese
您可以用電話131 202，使用中文與我們交談。致電號
碼需收費。如使用移動電話致電，則收費可能會較高。訪問
humanservices.gov.au網站，點擊語言鏈接後可獲取用您的語
言編寫的資訊。

Farsi
برای ارتباط با ما به زبان فارسی صحبت کنید. به شماره 131 202 لطفاً بپرسید. الیکن زدن بیانات هنری به‌عنوان یکی از ابزارهای دیگر، هنری یکی از دسته‌بندی‌های کلی کاردگان، باید یک کرد و یک کتاب کرد.

Filipino
Uprang kausipin kami sa Filipino, tawagan ang 131 202.

Hindi
हमसे हिन्दी में बात करने के लिए 131 202 पर फोन करें। यह फोन
कहने पर कीमत लगती है। मोबाइल पर हिन्दी का कीमत लगती है।
अपना भाषा में जानकारी पाने के लिए humanservices.gov.au
पर जाएं और भाषा बदल पुनर्गठित करें।

Korean
한국어로 문의하시면 131 202번을 이용하시십시오. 통화요금이
부과됩니다. 휴대전화로 통화하시는 경우 추가 요금이 부과될
수 있습니다. humanservices.gov.au를 방문하여 언어 버전을
누르면 한국어로 원 정돈을 찾아 보실 수 있습니다.

Punjabi
�ੁਦ੍ਦਾ ਤੇ ਤਸਵੀਰ ਦਿੱਤੀ ਹੋਏ ਸਤਨਾਮ ਮੁਦਦਾ 131 202 ਦੇ ਲੇਖ ਵਾਲਾ। ਵਿੱਚ ਖੇਤਰ ਵਿੱਚ ਦਸਤਾਵੇਜ਼ ਦੀ ਮਸ਼ਹੂਰ ਮਨੀ ਵਿਖੱਤੀਵਾਦ ਨਾਲ ਸਹਾਇਕ ਹੋਵੇ। humanservices.gov.au ਤੇ ਹੋਰ ਹੋਰ ਵੇਦ੍ਰਕਾਰ ਦਾ ਉਦਾਹਰਣ ਆਪਣੀਆਂ ਕੰਮ ਦੀ ਸਰਨਾਹਤਾ ਦੀ ਮੈਲ ਜਾਣ ਕਰਨੇ ਦਾ ਉੱਤਰ ਮਿਲਾਉਂਦਾ ਹੈ।

Russian
Чтобы поговорить с нами по-русски, позвоните по номеру
131 202. Это платный звонок. Плата за звонки с сотовых
телефонов может взиматься по более высокому тарифу.
Чтобы найти информацию на Вашем языке, зайдите на сайт
humanservices.gov.au и нажмите на кнопку с языком.

Somali
Si aad noogula hadasho Soomaali, waxaad wacdaa 131 202.
Qarashka wicitaanka ayaa jiraya. Wicitaankaada laga soo wacc
taleefanada Moobaylada waxa laga qaadayaa qiyaas sare.
Ka eeg humanservices.gov.au waxaadna doorataa balatka
lugadda si aad macuumaadka ugu hesho luqaddaada.

Spanish
Para hablar con nosotros en español, llame al 131 202. Llamada
tarifada. Llamadas desde teléfonos móviles pueden estar sujetas
cargos adicionales. Visite humanservices.gov.au y seleccione
el botón de idioma para encontrar información en su lengua.

Tamil
தமிழில் பேசினர் வழங்கப்பட்டுள்ள மொன்றியின் தமிழ், 131 202 வான்
கேம்சர் வான் பொறுப்பு, அனைத்து பொருள்களை எதிர்ப்பாகக்
தருக்கம் செய்யும் வளர்ச்சிகளுடன் பொறுப்பை தருக்கம் செய்யும்
என்று புரிந்து கொள்வது, humanservices.gov.au என்று
சொல்கினாதீர, உள்ளிட்டு பார்வை அல்லாது பொறுப்பு தர்க்கம்
தருக்கம் செய்யும் என்று புரிந்து கொள்வது.

Turkish
Bizimle Türkçe konuşmak için 131 202 numaralı telefonu
arayınız. Aramalar ücretsizdir. Cep telefonlarından yapılan
aramalar daha yüksek bir ücretle tabi olabilirler. Kendi lisansınızda
bilgi bulabilecek için humanservices.gov.au internet sitesine
girip ilgili lisaniin dğmesine basiniz.

Vietnamese
Mùôn nói chuyện với chúng tôi bằng tiếng Việt, xin gọi số
đi đồng có thể bị tính theo giá cao hơn. Hãy vào trang mạng
humanservices.gov.au và chọn nút ngôn ngữ để tìm thông tin
bằng ngôn ngữ của quý vị.
This page has been left blank intentionally.
1. Describe the reason why you are claiming Special Benefit. Include any recent changes to your circumstances in your answer.

2. Explain in detail why you believe you are in hardship and have no other means of support.

3. Do you need an interpreter when dealing with us? This includes an interpreter for people who have a hearing or speech impairment.
   - No ➔ Go to 6
   - Yes ➔ Go to next question

4. What is your preferred spoken language?

5. What is your preferred written language?

6. Your name
   - Mr □ Mrs □ Miss □ Ms □ Other □
   - Family name
   - First given name
   - Second given name
7 Have you ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?

No [ ] Go to next question
Yes [ ] Give details below

1. Other name

..........................................................................................................................................................
Type of name (e.g. name at birth)

2. Other name

..........................................................................................................................................................
Type of name (e.g. maiden name)

If you have more than two other names, provide a separate sheet with details.

8 Your gender

Male [ ]
Female [ ]

9 Your date of birth

/ / /

10 Your Centrelink Reference Number (if known)

[ ] [ ] [ ] [ ]

11 Your permanent address

..........................................................................................................................................................
..........................................................................................................................................................
Postcode

12 Your postal address (if different to above)

..........................................................................................................................................................
..........................................................................................................................................................
Postcode

13 Read this before answering the following question.

If you provide an email address or mobile phone number, you may receive electronic messages (SMS or email) from us. To read the Terms and Conditions, go to https://humanservices.gov.au/em or visit one of our service centres.

Your contact details

Home phone number ( )

Is this a silent number? No [ ] Yes [ ]

Whose name is the phone account in?

My name [ ]
My partner's name [ ]
Another name [ ]

Mobile phone number ( )

Is this a silent number? No [ ] Yes [ ]

Whose name is the mobile phone account in?

My name [ ]
My partner's name [ ]
Another name [ ]

Fax number ( )

Work phone number ( )

Alternative phone number ( )

Email

14 Read this before answering the following question.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Are you of Aboriginal or Torres Strait Islander Australian descent?

If you are of both Aboriginal and Torres Strait Islander Australian descent, tick both ‘Yes’ boxes.

No [ ]
Yes – Aboriginal Australian [ ]
Yes – Torres Strait Islander Australian [ ]

15 Read this before answering the following question.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Are you of Australian South Sea Islander descent?

No [ ]
Yes [ ]
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 What country are you currently living in?</td>
<td></td>
</tr>
<tr>
<td>The country of residence is where you normally live on a long term basis.</td>
<td></td>
</tr>
<tr>
<td>Australia □ Go to next question</td>
<td></td>
</tr>
<tr>
<td>Other □ Country of residence</td>
<td></td>
</tr>
<tr>
<td>17 Have you EVER travelled outside Australia, including short trips and holidays?</td>
<td></td>
</tr>
<tr>
<td>This question will help us verify your Australian residence.</td>
<td></td>
</tr>
<tr>
<td>No □ Go to next question</td>
<td></td>
</tr>
<tr>
<td>Yes □ Give details below</td>
<td></td>
</tr>
<tr>
<td>Year you last entered Australia</td>
<td></td>
</tr>
<tr>
<td>Passport number</td>
<td></td>
</tr>
<tr>
<td>Country of issue</td>
<td></td>
</tr>
<tr>
<td>18 Are you an Australian citizen who was born in Australia?</td>
<td></td>
</tr>
<tr>
<td>No □</td>
<td></td>
</tr>
<tr>
<td>Yes □ Visa number</td>
<td></td>
</tr>
<tr>
<td>What is the subclass of the claimant's visa?</td>
<td></td>
</tr>
<tr>
<td>Are all details coded on the RSLEG screen?</td>
<td></td>
</tr>
<tr>
<td>No □ Yes □ N/A</td>
<td></td>
</tr>
<tr>
<td>Does the newly arrived resident waiting period apply?</td>
<td></td>
</tr>
<tr>
<td>No □</td>
<td></td>
</tr>
<tr>
<td>Yes □ Has there been substantial change in circumstances?</td>
<td></td>
</tr>
<tr>
<td>No □ Yes □</td>
<td></td>
</tr>
<tr>
<td>If applicable, have review dates for 2, 4 or 10 year residency been recorded?</td>
<td></td>
</tr>
<tr>
<td>No □</td>
<td></td>
</tr>
<tr>
<td>Yes □</td>
<td></td>
</tr>
<tr>
<td>19 What is your country of birth?</td>
<td></td>
</tr>
<tr>
<td>20 What is your country of citizenship?</td>
<td></td>
</tr>
<tr>
<td>Australia □ Date citizenship granted / / Go to 27</td>
<td></td>
</tr>
<tr>
<td>Other □ Give details below</td>
<td></td>
</tr>
<tr>
<td>Date citizenship granted</td>
<td></td>
</tr>
<tr>
<td>21 What type of visa did you arrive on?</td>
<td></td>
</tr>
<tr>
<td>Permanent □ Go to next question</td>
<td></td>
</tr>
<tr>
<td>Temporary □ Go to next question</td>
<td></td>
</tr>
<tr>
<td>New Zealand passport (Special Category visa) □ Go to 23</td>
<td></td>
</tr>
<tr>
<td>Not sure □ Go to 23</td>
<td></td>
</tr>
</tbody>
</table>
22 Your visa details on arrival
Visa sub class
Date visa granted / / 

23 Has your visa changed since you arrived in Australia?
No □ Go to next question
Yes □ Most recent visa details
Visa sub class
Date visa granted / / 

24 Did you start living in Australia before 1965?
No □ Go to next question
Yes □ Give details below
Name of the ship or airline on which you arrived
Name of the place where you first arrived/disembarked
What was your name when you first arrived in Australia?

25 Are you a refugee or former refugee?
No □
Yes □

26 Did your partner or either of your parents arrive on a refugee or humanitarian visa?
No □
Yes □

27 Did someone provide you with an Assurance of Support for your migration to Australia?
No □
Not sure □
Yes □

28 Read this before answering the following question.
We need to know if you have lived in any countries other than Australia. ‘Lived’ means where you or your family made your home or spent a long period of time – it does not include places you visited for a holiday.

Have you EVER lived outside Australia for any period?
No □ Go to next question
Yes □ List ALL countries you have lived in since birth and the date you started living in each country.
Include when you started living in AUSTRALIA.
Do NOT include short trips or holidays.

<table>
<thead>
<tr>
<th>Country</th>
<th>Date from</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
</tbody>
</table>

If you need more space, provide a separate sheet with details.
29 Read this before answering the following questions.
Select ONE option below that best describes your current relationship status.

What is your CURRENT relationship status?
- Married [Go to 30]
- Registered relationship (relationship registered under state or territory law) [Go to 30]
- Partnered (living together in a relationship, including de facto) [Go to 30]
- Separated (previously lived with a partner, including in a marriage, registered or de facto relationship) [Go to 36]
- Divorced [Go to 36]
- Widowed (previously partnered, including in a marriage, registered or de facto relationship) [Go to 35]
- Never married or lived with a partner [Go to 52]

30 What is your date of marriage or relationship registration?
If you have ever been separated, list the date that you most recently reconciled with your partner.

/ / [Go to 32]

31 When did you and your partner start your relationship?
If you have ever been separated, list the date that you most recently reconciled with your partner.

/ /

32 Do you currently live in the same home as your partner?
No [Go to next question]
Yes [Go to 38]

33 Why are you not living with your partner?
- Partner's illness
- Your illness
- Partner in prison
- Partner's employment
- Other [Go to 38]

34 Period not living with your partner
From / /
To / / OR indefinite [Go to 38]

35 Give the following details about your deceased partner

Full name

Date of birth Date of death
/ / [Go to 52]

36 Do you live in the same home as your former partner?
No [Go to next question]
Yes [Go to 52]

37 Give the following details about your former partner

Full name

Date of birth Date relationship ended
/ / [Go to 52]

Current address (if known)

Postcode

38 Your partner's name

Mr [ ] Mrs [ ] Miss [ ] Ms [ ] Other [ ]
Family name

First given name

Second given name
39 Has your partner ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?  
No  Go to next question  
Yes  Give details below

1 Other name  
Type of name (e.g. name at birth)

2 Other name  
Type of name (e.g. maiden name)

If your partner has more than two other names, provide a separate sheet with details.

40 Your partner’s gender  
Male  
Female

41 Your partner’s date of birth  
/
/

42 What country is your partner currently living in?  
The country of residence is where your partner normally lives on a long term basis.

Australia  Go to next question  
Other  Country of residence

43 Has your partner EVER travelled outside Australia, including short trips and holidays?  
This question assists us to verify your partner’s Australian residence.

No  Go to next question  
Not applicable – never travelled to Australia  Go to next question  
Yes  Give details below

Year your partner last entered Australia

Passport number

Country of issue

44 Is your partner an Australian citizen who was born in Australia?  
No  You will need to provide proof of your partner’s Australian residence status (e.g. citizenship papers, passport or other documentation).  Go to next question  
Yes  Go to 50

45 What is your partner’s country of birth?

46 What is your country of citizenship?  
Australia  Date granted  /
/  Go to 50  
Other  Give details below

Country of citizenship

Date granted  /
/

47 Has your partner ever lived in Australia?  
No  Go to 51  
Yes  Go to next question

48 What is your partner’s current type of visa?  
Permanent  Go to next question  
Temporary  Go to next question  
New Zealand passport  Go to 50  
(Special Category visa)  
Not sure  Go to 50

49 Your partner’s current visa details  
Visa sub class

Date visa granted  /
/

50 What country is your partner currently living in?
50 Read this before answering the following question.
We need to know if your partner has lived in any countries other than Australia. “Lived” means where your partner or their family made their home or spent a long period of time – it does not include places your partner visited for a holiday.

Has your partner **EVER** lived outside Australia for any period?
- No  Go to next question
- Yes List **ALL** countries your partner has lived in since birth and the date your partner started living in each country.
  - **Include** when your partner started living in Australia.
  - Do **NOT include** short trips or holidays.

<table>
<thead>
<tr>
<th>Country</th>
<th>Date from</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
<tr>
<td></td>
<td>/ /</td>
</tr>
</tbody>
</table>

If you need more space, provide a separate sheet with details.

51 Do you give permission for your partner to make enquiries with us on your behalf?
You can change this authority at any time.

- No  Go to 54
- Yes  Go to 54

52 Do you share your accommodation with anyone other than immediate family members?

- No  Go to 54
- Yes  Go to next question

53 Read this before you answer the following.
The following questions are to be completed if you share your accommodation with anyone **other than immediate family members**.

**This includes anyone who:**
- regularly stays any number of nights per week
- uses your home as a base (e.g. truck drivers, miners, flight attendants, members of the armed forces).

We need full details about your living arrangements to work out your correct payment.
The questions on this form will assist us to decide whether we need additional information.

Give details of each person who shares your accommodation.
Do not include immediate family members.

<table>
<thead>
<tr>
<th>Person 1</th>
<th>Name</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Gender

- Male  
- Female

When did you start sharing with this person?

<table>
<thead>
<tr>
<th>Male</th>
<th>Female</th>
<th>/ /</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

What is your relationship to this person?

Have you shared accommodation, at another address, with this person?

- No
- Yes

Have you and this person previously lived together as a couple (e.g. married, partnered, de facto or in a registered relationship)?

- No
- Yes

Do you and this person share the parent/guardianship of any children?

- No
- Yes

Have you and this person ever had any joint financial commitments (e.g. joint bank account, mortgage or other loans)?

- No
- Yes  Give details below

If you participate in activities jointly with this person, are you considered to be a couple?

- No
- Yes  Give details below

Are you concerned about your safety if forms are issued to this person?

- No
- Yes
If you share with more than three other people, provide a separate sheet with details.

---

**Person 2**

<table>
<thead>
<tr>
<th>Name</th>
<th>Age</th>
</tr>
</thead>
</table>

**Gender**

Male [ ] Female [ ]

**When did you start sharing with this person?**

/ /  

**What is your relationship to this person?**


**Have you shared accommodation, at another address, with this person?**

No [ ] Yes [ ]

**Have you and this person previously lived together as a couple (e.g. married, partnered, de facto or in a registered relationship)?**

No [ ] Yes [ SS293 ]

**Do you and this person share the parent/guardianship of any children?**

No [ ] Yes [ SS284 ]

**Have you and this person ever had any joint financial commitments (e.g. joint bank account, mortgage or other loans)?**

No [ ] Yes [ SS284 ] Give details below

**If you participate in activities jointly with this person, are you considered to be a couple?**

No [ ] Yes [ SS284 ] Give details below

**Are you concerned about your safety if forms are issued to this person?**

No [ ] Yes [ ]

---

**Person 3**

<table>
<thead>
<tr>
<th>Name</th>
<th>Age</th>
</tr>
</thead>
</table>

**Gender**

Male [ ] Female [ ]

**When did you start sharing with this person?**

/ /  

**What is your relationship to this person?**


**Have you shared accommodation, at another address, with this person?**

No [ ] Yes [ ]

**Have you and this person previously lived together as a couple (e.g. married, partnered, de facto or in a registered relationship)?**

No [ ] Yes [ SS283 ]

**Do you and this person share the parent/guardianship of any children?**

No [ ] Yes [ SS284 ]

**Have you and this person ever had any joint financial commitments (e.g. joint bank account, mortgage or other loans)?**

No [ ] Yes [ SS284 ] Give details below

**If you participate in activities jointly with this person, are you considered to be a couple?**

No [ ] Yes [ SS284 ] Give details below

**Are you concerned about your safety if forms are issued to this person?**

No [ ] Yes [ ]
54 Where do you want your payment made?
The bank, building society or credit union account must be in your name. A joint account is acceptable.

Note: Payments cannot be made into an account used exclusively for funding from the National Disability Insurance Scheme.

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Balance of account $

Account held in the name(s) of

Provide proof of account balances (e.g. ATM slip, statements, passbooks). Copies can be provided.

55 Do you receive free meals with your accommodation?

No

Yes

56 Do you (and/or your partner) own a home but live elsewhere?

No ➔ Go to next question

Yes ➔ What is the reason you live away from the home you own?

- Travelling away from your home
- Being cared for away from your home
- Caring for someone away from your home
- Living away from home to study
- Other ➔ Give details below

57 Which of the following best describes where you live?

You are single, under 25 years of age and living in the principal home of a parent ➔ Go to 89

In a place where you (and/or your partner) pay private rent (this includes site or mooring fees) ➔ Go to 79

In a home you (and/or your partner) own or you own jointly with another person, this can include:

- paying it off (mortgage)
- a caravan, transportable home or boat ➔ Go to 58

In a home which is owned by a private company or a private trust that you have an interest in ➔ Go to 89

In a hospital or home for people with disabilities ➔ Go to 81

In a nursing home or aged care hostel ➔ Go to 65

In a retirement village ➔ Go to 71

In accommodation which you (and/or your partner) have the right to use for life ➔ Go to 74

In public housing (e.g. housing owned by the Housing Authority. This does not include paying rent to a Community Housing organisation.) ➔ Go to 62

In a boarding house/hostel/private hotel ➔ Go to 81

In accommodation where you pay no rent ➔ Go to 89

Other (e.g. this could be where you (and/or your partner) do not have a fixed address) ➔ Give details below

58 Is the home you (and/or your partner) own on a block of land larger than two hectares (five acres)?

No ➔ Go to next question

Yes ➔ You will need to complete and return a Real estate details form (Mod R). If you do not have this form, go to humanservices.gov.au/forms ➔ Go to 60

59 Does the property that you (and/or your partner) live on have more than one title document?

No ➔ Go to next question

Yes ➔ You will need to complete and return a Real estate details form (Mod R). If you do not have this form, go to humanservices.gov.au/forms
60 Is any part of the home property used for income producing purposes?

*Do NOT include* rent from boarders or lodgers.

No  [Go to next question](#)

Yes  [you will need to complete and return a Business details form (Mod F) and a Real estate details form (Mod R). If you do not have these forms, go to humanservices.gov.au/forms](#)

61 Do you pay site, ground or mooring fees for the home you own (this could be for a caravan, transportable home or boat)?

No  [Do not answer questions 62 to 88. Go to 89](#)

Yes  [Go to 79](#)

62 Are you (and/or your partner) the primary tenant(s)?

That is, your (and/or your partner’s) name is on the tenancy agreement (lease) with the public housing authority.

No  [Go to next question](#)

Yes  [Do not answer questions 63 to 88. Go to 89](#)

63 Does the primary tenant pay rent at the market rate?

No  [Go to next question](#)

Not sure  [Go to next question](#)

Yes  [Go to 80](#)

64 Do you (and/or your partner) live with the primary tenant(s) AND your (and/or your partner’s) income has been taken into account by the public housing authority when calculating the rent?

No  [Do not answer questions 65 to 88. Go to 89](#)

Yes  [Go to 80](#)

65 Name of aged care hostel/nursing home


66 What date did you move into the aged care hostel or enter the nursing home?

/ /

67 How long will you be staying?

Long term or indefinitely  [Go to next question](#)

Respite care  [When do you expect to leave?](#)

/ /

[Go to 89](#)

68 Does this aged care hostel or nursing home receive an Australian Government subsidy for your accommodation?

Check with your service provider to find out if they receive any Australian Government subsidy.

No  [Provide a copy of documents to verify the details of the entry agreement for daily fees. Go to next question](#)

Not sure  [Go to next question](#)

Yes  [Go to next question](#)

69 Did you pay an accommodation bond or charge?

Your accommodation bond may have been a donation, a loan or some type of payment which may be repayable to you in whole or in part, if you leave. An accommodation bond does not include gifts or loans above the amount you had to pay for the right to your accommodation.

No  [Go to next question](#)

Yes  [How much accommodation bond did you pay?](#)

$ [Provide a copy of the accommodation bond or the accommodation charge agreement.](#)

69 Did you pay an accommodation bond or charge?

Your accommodation bond may have been a donation, a loan or some type of payment which may be repayable to you in whole or in part, if you leave. An accommodation bond does not include gifts or loans above the amount you had to pay for the right to your accommodation.

No  [Go to next question](#)

Yes  [How much accommodation bond did you pay?](#)

$ [Provide a copy of the accommodation bond or the accommodation charge agreement.](#)

70 Did you make a gift and/or loan in addition to the accommodation bond?

No  [Go to 89](#)

Yes  [How much was the gift?](#)

$ [How much was the loan?](#)

[Go to 89](#)

71 What date did you (and/or your partner) move into the retirement village?

/ /

72 Did you (and/or your partner) pay an entry contribution?

Your entry contribution may have been a donation, a loan or some type of payment which may be repayable to you in whole or in part, if you leave. An entry contribution does not include gifts or loans above the amount you had to pay for the right to your accommodation.

No  [Go to next question](#)

Yes  [How much entry contribution did you pay?](#)

$ [Provide a copy of documents to verify the details of your entry contribution (e.g. your contract).](#)
73 Did you (and/or your partner) make a gift and/or loan in addition to the entry contribution?

No

Go to 80

Yes

How much was the gift?

$ _______________________

How much was the loan?

$ _______________________

Go to 80

74 Did you (and/or your partner) pay a sum of money and/or transfer assets to another person in return for this accommodation for life?

No

Go to next question

Yes

Go to 76

75 Tick which option describes how you (and/or your partner) obtained a life interest in a home without any exchange of money or transfer of assets:

- Inherited the life interest [ ] Go to 89
- Have a formal agreement documenting your right to accommodation for life [ ] Go to 89
- Have an informal arrangement with children to live at their home and pay rent [ ] Go to 79
- Informal arrangement, no rent paid [ ] Go to 89
- Other [ ] Give details below

76 What date did you (and/or your partner) make this payment/transfer?

/ / 

77 Details of the payment/transfer

How much did you (and/or your partner) pay?

$ _______________________

AND/OR

What assets were transferred?

________________________________________________________

Market value of assets transferred?

$ _______________________

78 Details of the person or organisation the payment/transfer was made to

Full name (of the person or organisation)

________________________________________________________

Address

________________________________________________________

Postcode

79 What type of accommodation do you (and your partner) live in?

- Private house or townhouse/unit/flat [ ]
- Community housing [ ]
- Defence housing [ ]
- Caravan/cabin/mobile home [ ]
- Boat [ ]
- Boarding house/hostel/private hotel [ ]
- Other [ ] Give details below

Go to next question

Go to 81

Go to 79
Sharing your accommodation means that you have the right to use a kitchen, bedroom or bathroom with one or more persons. This includes ALL family members (except children which you are paid family assistance for), people who regularly stay at your accommodation and people who work away from home (e.g. truck drivers, miners, flight attendants, members of the armed forces).

Do you (and your partner) share your accommodation with other people?

No  ➤ Go to next question
Yes  ➤ Give details below

1 | Person’s name | Age 
---|---|---
When did they move in? | Relationship to you 
Their share of the rent/lodgings | Do they own the home? 
$ per | No | Yes 

2 | Person’s name | Age 
---|---|---
When did they move in? | Relationship to you 
Their share of the rent/lodgings | Do they own the home? 
$ per | No | Yes 

3 | Person’s name | Age 
---|---|---
When did they move in? | Relationship to you 
Their share of the rent/lodgings | Do they own the home? 
$ per | No | Yes 

4 | Person’s name | Age 
---|---|---
When did they move in? | Relationship to you 
Their share of the rent/lodgings | Do they own the home? 
$ per | No | Yes 

If you share with more than four people, provide a separate sheet with details.

Do you (and/or your partner) pay board and/or lodgings?

Board means you (and/or your partner) are provided with some regular meals.
Lodgings means no meals are provided to you (and/or your partner).

No  ➤ Go to 83
Yes  ➤ Go to next question

Can you separate the amounts you (and/or your partner) pay for board and/or lodgings?

No  ➤ Total board and lodgings charged per day, week, fortnight, four weeks or calendar month

$ per

Yes  ➤ Amount paid for board (meals) per day, week, fortnight, four weeks or calendar month

$ per

Amount paid for lodgings (accommodation only) per day, week, fortnight, four weeks or calendar month

$ per

How much do you (and/or your partner) pay per day, week, fortnight, four weeks or calendar month (e.g. rent, maintenance or site fees)?

This would be the total you (and/or your partner) pay for the property minus any subsidy/rebate or contribution from another person or organisation.

$ per

When did you (and/or your partner) start paying this amount?

/ /

Do you (and your partner) live in a boarding house, hostel, private hotel, hospital or disability housing?

No  ➤ Go to next question
Yes  ➤ Go to 87

What is the total amount of rent charged for the property per day, week, fortnight, four weeks or calendar month?

$ per
Details of your landlord, authorised agent or person you (and/or your partner) pay rent to

Full name

Address

Postcode

Contact phone number

Do you (and/or your partner) have a current lease or tenancy agreement with written evidence of the CURRENT amount of rent, fees, lodgings or board and lodgings you (and/or your partner) pay?

No  Go to next question

Yes  Provide a full copy of your signed lease or tenancy agreement.
89 Do you care for any children under 16 years of age or full-time students under 22 years of age?
No □ Go to 105 on page 18
Yes □ Give the following details of each child

If you have more than two dependent children, copy and provide pages 14 and 15 for each additional child before completing the details for child 1.

<table>
<thead>
<tr>
<th>Child 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 Family name</td>
</tr>
<tr>
<td>First given name</td>
</tr>
<tr>
<td>Second given name</td>
</tr>
<tr>
<td>91 Has this child ever been known by any other names?</td>
</tr>
<tr>
<td>No □ Go to next question</td>
</tr>
<tr>
<td>Yes □ List the other names</td>
</tr>
<tr>
<td>92 Gender</td>
</tr>
<tr>
<td>Male □</td>
</tr>
<tr>
<td>Female □</td>
</tr>
<tr>
<td>93 Date of birth</td>
</tr>
<tr>
<td>/ /</td>
</tr>
<tr>
<td>94 What is this child’s country of birth?</td>
</tr>
</tbody>
</table>

95 Has this child EVER travelled outside Australia, including short trips and holidays?
This question assists us to verify this child’s Australian residence.

No □ Go to next question
Not applicable – never □ Go to next question

Yes □ Give details below

Year child last entered Australia

| 100 Is this child five years of age or older? |
| No □ Go to 103 |
| Yes □ Go to next question |

101 Is this child in full-time education?
No □
Yes □

96 Read this before answering the following question.
The term ‘parent’ refers to a natural parent, adoptive parent or a person who is legally responsible for a child born through an artificial conception procedure or where a surrogacy court order is in place.

Which of the following best describes your relationship to this child?
Parent □
Grandparent □
Step-parent □
Foster parent □
Other □ Give details below

97 Does this child currently live with you?
No □
Yes □

98 Do you (and/or your partner) share the care of this child with another person? Do not include school/day care arrangements.
No □ Go to next question
Yes □ What is the percentage of your (and/or your partner’s) care of this child?

| 99 Does this child receive a payment from any Commonwealth, state or territory government? |
| No □ Go to next question |
| Yes □ Give details below |

| 102 Is this child in full-time education? |
| No □ |
| Yes □ |
Child 1

102 Does this child have any income?
   No ➤ Go to next question
   Yes ➤ Amount
       $ per week

103 Do you receive Family Tax Benefit for this child?
   No ➤ Provide proof of birth (e.g. birth certificate) for this child if you have not previously provided it to us.
   Yes

104 Do you care for another child under 16 years of age or full-time students under 22 years of age?
   No ➤ Go to 105 on page 18
   Yes ➤ If you have more than two dependent children, (if you have not already copied pages 14 and 15) copy and provide pages 16 and 17 for each additional child before completing the details for child 2.
       ➤ Go to next question
Child 2

Family name
First given name
Second given name

Has this child ever been known by any other names?
No □ Go to next question
Yes □ List the other names

Gender
Male □
Female □

Date of birth
/
 /
 /

What is this child's country of birth?

Has this child EVER travelled outside Australia, including short trips and holidays?
This question assists us to verify this child's Australian residence.

No □ Go to next question
Not applicable – never travelled to Australia □ Go to next question
Yes □ Give details below

Year child last entered Australia
Passport number
Country of issue

Read this before answering the following question.
The term 'parent' refers to a natural parent, adoptive parent or a person who is legally responsible for a child born through an artificial conception procedure or where a surrogacy court order is in place.

Which of the following best describes your relationship to this child?

Parent □
Grandparent □
Step-parent □
Foster parent □
Other □ Give details below

Does this child currently live with you?
No □
Yes □

Do you (and/or your partner) share the care of this child with another person? Do not include school/day care arrangements.
No □ Go to next question
Yes □ What is the percentage of your (and/or your partner’s) care of this child?

Does this child receive a payment from any Commonwealth, state or territory government?
No □ Go to next question
Yes □ Give details below

Is this child five years of age or older?
No □ Go to 103
Yes □

Is this child in full-time education?
No □
Yes □
Child 2

102 Does this child have any income?
   No ➤ Go to next question
   Yes  ➤ Amount
   $       per week

103 Do you receive Family Tax Benefit for this child?
   No
   Yes ➤ Provide proof of birth (e.g. birth certificate) for this child if you have not previously provided it to us.

104 Do you care for another child under 16 years of age or full-time students under 22 years of age?
   No ➤ Go to next question
   Yes  ➤ Provide details of each additional child.
       ➤ Go to next question
105 Which best describes your situation before making this claim?

- [ ] Student (full or part-time)
- [ ] Primary producer
- [ ] Self-employed or sub-contractor
- [ ] Wage or salary earner
- [ ] Other

Give details below

You will need to complete and return a Study details form (Mod St). If you do not have this form, go to humanservices.gov.au/forms.

106 Read this before answering the following question.

- **Seasonal work** is work that is available for part or parts of the year at approximately the same time each year.
- **Contract work** is any intermittent work that is performed under a contract for a specific function and/or period including sub-contract work.
- **Intermittent work** is work that is available from time to time, can reasonably be predicted to end or not be available for a period, is less than a year in duration and does not accrue leave entitlements.

In the last six months have you (and/or your partner) done any seasonal, contract, or intermittent work?

- [ ] No  Go to next question
- [ ] Yes  Give details below

You will need to complete and return a Business details form (Mod F). If you do not have this form, go to humanservices.gov.au/forms.

107 Are you (and/or your partner) currently receiving other support such as financial assistance, payment of bills, spousal maintenance or provision of food, clothing, pharmaceutical items, etc?

- [ ] No  Go to next question
- [ ] Yes  Give details below

<table>
<thead>
<tr>
<th>Type of support received</th>
<th>Value</th>
<th>How often (e.g. weekly, fortnightly, monthly, yearly)?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

When will this support stop?

- [ ] / /  OR Ongoing

If you receive more than 5 types of support, provide a separate sheet with details.
108 Do you (and/or your partner) receive payments from sources other than Centrelink income support payments?

For example:
- a payment from Department of Veterans’ Affairs (DVA), or
- New Enterprise Incentive Scheme (NEIS) Allowance.

No  Go to next question
Yes  Provide a copy of a letter or other document(s) that shows the reference number and details for the payment (other than payments made by us).

109 Give details below of any OTHER accounts held by you (and/or your partner) in banks, building societies or credit unions, including accounts held overseas.

Include savings accounts, cheque accounts, term deposits, joint accounts, accounts you hold in trust or under any other name, or money held in church or charitable development funds.

Accounts and term deposits outside Australia should be included, with the current balance in the type of currency in which it is invested. We will convert this into Australian dollars.

Do NOT include shares, managed investments or an account used exclusively for funding from the National Disability Insurance Scheme.

Provide proof of all account balances (e.g. account statement(s), not ATM slips, showing transactions for the last three months) for yourself and your partner, or your payment may stop.

<table>
<thead>
<tr>
<th>Name of bank, building society or credit union</th>
<th>Account number (this may not be your card number)</th>
<th>Type of account</th>
<th>Balance of account</th>
<th>Currency if not AUD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Name of bank, building society or credit union</td>
<td>Account number (this may not be your card number)</td>
<td>Type of account</td>
<td>Balance of account</td>
<td>Currency if not AUD</td>
</tr>
<tr>
<td>2 Name of bank, building society or credit union</td>
<td>Account number (this may not be your card number)</td>
<td>Type of account</td>
<td>Balance of account</td>
<td>Currency if not AUD</td>
</tr>
<tr>
<td>3 Name of bank, building society or credit union</td>
<td>Account number (this may not be your card number)</td>
<td>Type of account</td>
<td>Balance of account</td>
<td>Currency if not AUD</td>
</tr>
</tbody>
</table>

If you (and/or your partner) have more than three accounts, provide a separate sheet with details.
110 Read this before answering the following question.

You (and/or your partner) may be, or have been involved in a trust as:
- a trustee
- an appointor
- a beneficiary

OR have:
- made a loan to a private trust
- made a gift of cash, assets, or private property to a private trust in the last five years
- relinquished control of a private trust in the last five years
- a private annuity
- a life interest
- an interest in a deceased estate.

A private trust includes a non-complying Self Managed Superannuation Fund or a non-complying Small APRA Fund.

Are you or have you (and/or your partner) been involved in a private trust in any of the ways detailed above?

No ☐ Go to 115
Yes ☑ Go to next question

111 Is the private trust now vested?

No ☐ Go to 114
Yes ☑ You will need to provide a copy of evidence of the vesting.

112 Have you (and/or your partner) made any type of gift involving a private trust (either active or vested) in the last five years?

No ☐ Go to 115
Yes ☑ Go to next question

113 Have you told us about this private trust before?

No ☐ Go to next question
Yes ☑ Go to 115

114 Is the private trust a Special Disability Trust (SDT)?

No ☐ You will need to complete and return a Private Trust form (Mod PT).
   If you do not have this form, go to humanservices.gov.au/forms

Yes ☑ You will need to complete and return a Special Disability Trust form (Mod SDT).
   If you do not have this form, go to humanservices.gov.au/forms

115 Read this before answering the following question.

You (and/or your partner) may be, or have been in the last five years:
- a director of a company
- a shareholder of a company

OR have:
- made a loan to a private company
- transferred shares in a private company
- made a gift of cash, assets or property to a private company.

Are you or have you (and/or your partner) been involved with a private company in any of the ways detailed above?

No ☐ Go to 119
Yes ☑ You will need to provide a copy of evidence of deregistration.

116 Is the private company now deregistered with the Australian Securities and Investments Commission (ASIC)?

No ☐ Go to 119
Yes ☑ You will need to complete and return a Private Company form (Mod PC).
   If you do not have this form, go to humanservices.gov.au/forms
   Go to next question

117 Have you (and/or your partner) made any type of gift involving a private company (either registered or deregistered) in the last five years?

No ☐ Go to 119
Yes ☑ Go to next question

118 Have you told us about this private company before?

No ☐ You will need to complete and return a Private Company form (Mod PC).
   If you do not have this form, go to humanservices.gov.au/forms
   Go to next question

Yes ☑ Go to next question

119 Are you (and/or your partner) involved in any type of business?

Include:
- farming
- self-employed
- sole trader
- partnership
- sub-contractor.

No ☐ Go to next question

Yes ☑ You will need to complete and return a Business details form (Mod F).
   If the business owns real estate you will also need to complete and return a Real estate details form (Mod R) for each property.
   If you do not have these forms, go to humanservices.gov.au/forms
In the last five years have you (and/or your partner) given away, sold for less than their market value, or surrendered a right to, any cash, assets, property or income?

Include forgiven loans and shares in private companies.

No ☐ Go to next question
Yes ☐ Give details below

1. What you gave away or sold for less than its market value
   (e.g. money, car, second home, land, farm)

   Date given or sold  What it was worth
   / / $

   What you got for it  Your share  Partner’s share
   $ % %

   Was this gift to a Special Disability Trust (SDT)?  No ☐ Yes ☐

   If you (and/or your partner) have given away/sold for less than its market value more than two items, provide a separate sheet with details.

In the last 12 months, have you (and/or your partner) received or do you (and/or your partner) expect to receive any leave entitlements or redundancy payments from an employer?

Include:
- annual leave
- maternity leave
- long service leave or sick leave you received when you stopped work
- entitlements that you cashed in before you stopped work
- money in a long-service leave fund or scheme that you have not cashed in.

No ☐ Go to next question
Yes ☐ Provide documents which confirm your
leave entitlements or redundancy payment
(e.g. Employment Separation Certificate form (SU001) or a letter from your employer).
If you do not have this form, go to humanservices.gov.au/forms

Do you (and/or your partner) CURRENTLY receive any income from work other than self-employment?

No ☐ Go to 124
Yes ☐ Give details below

Provide a copy of payslip(s) for the last eight weeks from each employer.

1. Employer’s name

   Address

   Postcode

   Phone number

   Australian Business Number (ABN)

   Who works for this employer?  You ☐ Your Partner ☐

   Is this work:
   - Full-time ☐ Part-time ☐ Seasonal ☐ Casual ☐

   Hours worked per fortnight  per fortnight

   GROSS amount earned per fortnight before tax and other deductions  $ per fortnight

   Is this the usual wage?  No ☐ Yes ☐

If you (and/or your partner) currently get income from more than two jobs, provide a separate sheet with details.
123 Do you (and/or your partner) get any fringe benefits provided by an employer (e.g. use of a car as part of a salary package, rent/mortgage paid)?

Fringe benefits – means a benefit received as part of earned income but not as a wage or salary.

No ☐ Go to next question
Yes ☐ Provide a copy of the details that indicate the type of fringe benefit and its value, and whether or not the amount provided is ‘grossed up’ or not ‘grossed up’.

124 Read this before answering the following questions.

Include:
- workers' compensation/damages as a result of a work injury
- third party damages as a result of a motor vehicle accident
- personal accident and sickness insurance or income replacement insurance
- sporting injury compensation
- public liability compensation
- medical negligence compensation
- damages paid to victims of crime or as a result of criminal injuries.

Have you (or your partner) ever CLAIMED or are you (or your partner) ABLE TO CLAIM compensation, insurance and/or damages?

No ☐ Go to next question
Yes ☐ You will need to complete and return a Compensation and damages form (Mod C).
You do not have this form, go to humanservices.gov.au/forms

125 Are you (and/or your partner) RECEIVING or have you (and/or your partner) EVER BEEN PAID compensation, insurance and/or damages?

No ☐ Go to next question
Yes ☐ You will need to complete and return a Compensation and damages form (Mod C).
If you do not have this form, go to humanservices.gov.au/forms

126 Do you (and/or your partner) own, partly own or have a financial interest in any motor vehicles, motor cycles or trailers?

No ☐ Go to next question
Yes ☐ Give details below

<table>
<thead>
<tr>
<th>Type of asset (e.g. car)</th>
<th>Make (e.g. Ford)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model (e.g. Focus)</td>
<td>Year</td>
</tr>
<tr>
<td>Current market value</td>
<td>Amount owed</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Your share %</td>
<td>Partner's share %</td>
</tr>
</tbody>
</table>

If you (or your partner) have more than two motor vehicles, motor cycles or trailers, provide a separate sheet with details.

127 Do you (and/or your partner) own, partly own or have a financial interest in any boats or caravans/motor homes?

No ☐ Go to next question
Yes ☐ Give details below

<table>
<thead>
<tr>
<th>Type of asset (e.g. boat)</th>
<th>Make (e.g. Quintrex)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model (e.g. Coastrunner)</td>
<td>Year</td>
</tr>
<tr>
<td>Current market value</td>
<td>Amount owed</td>
</tr>
<tr>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Your share %</td>
<td>Partner's share %</td>
</tr>
</tbody>
</table>

If you (and/or your partner) have more than two boats, caravans or motor homes, provide a separate sheet with details.
128 Do you (and/or your partner) have an interest in any other real estate in and/or outside Australia?
- No  Go to 130
- Yes  Go to next question

129 How many other properties in and/or outside Australia do you (and/or your partner) own or have an interest in?

You will need to complete and return a Real estate details form (Mod R) for each property. If you do not have this form, go to humanservices.gov.au/forms

130 Read this before answering the following question.

The current market value of an item is what you would get if you sold it. It is not the replacement or insured value.

Include:
- all furniture (including soft furnishings such as curtains), antiques and works of art
- electrical appliances such as televisions and fridges
- jewellery for personal use and hobby collections (e.g. stamps, coins).

Do NOT include:
- fixtures such as stoves and built-in items.

What is your estimate of the current market value of your (and/or your partner’s) household contents and personal effects?

<table>
<thead>
<tr>
<th>Current market value</th>
<th>Amount owed</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Your share  %  Partner’s share  %

131 Do you (and/or your partner) have any of the income or assets listed below?

Include income and/or assets in and/or outside Australia.

Tick ALL that apply

- Money on loan to another person or organisation
- Bonds or debentures
- Money from any boarders or lodgers living with you
  - Include boarders or lodgers who live with you or in accommodation at the property you live in (e.g. granny flat).
  - Do not include immediate family members (son, daughter, parent).
- Pensions paid by the Department of Human Services, Department of Veterans’ Affairs or other departments/organisations
- Educational assistance (e.g. scholarships and bursaries)
- Paid social security contributions in another country
- Pensions or payments from other organisations
- Managed investments
  - Include investment trusts, personal investment plans, life insurance and friendly society bonds.
- Money you receive from a loan against your home (e.g. home equity conversion loan)
- A life insurance policy that can be cashed in
- Any other income or assets that you have not already told us about

132 Did you tick any boxes at question 131?

- No  Go to next question
- Yes  You will need to complete and return an Income and assets form (Mod IA).
  If you do not have this form, go to humanservices.gov.au/forms
133 Are you 15 years of age and under?
No □ Go to 136
Yes □ Go to next question

134 Are you living with your parent(s)/guardian(s)?
Parents means natural parents or adoptive parents.
No □ Go to 138
Yes □ You will need to return a completed Parent(s)/Guardian(s) details for the BASE TAX YEAR and CURRENT TAX YEAR for Dependent Youth Allowance or ABSTUDY Customers form (Mod JY). If you do not have this form, go to humanservices.gov.au/forms

135 Is one of your parents an Australian citizen or a permanent resident of Australia?
No □ Go to 149
Yes □

136 Are you 21 years of age and under?
No □ Go to 149
Yes □ Go to next question

137 Do you live away from your parent(s)/guardian(s)?
Parents means natural parents or adoptive parents.
No □ Go to 143
Yes □ Go to next question

138 Are you living away from your parents because you are an orphan?
No □ Go to next question
Yes □ Go to 149

139 Are you living away from your parents because you are a refugee without parents in Australia?
No □ Go to next question
Yes □ Go to 149

140 Are you living away from your parents because you are in state or territory care?
No □ Go to next question
Yes □ Go to 149

141 Are you living away from your parents because your parents are unable to exercise their parental responsibilities?
No □ Go to next question
Yes □ Go to 149

142 Are you living away from your parents because it is unreasonable for you to live at home with your parents?
No □ Go to next question
Yes □

143 Are you, or have you been, married or in a registered relationship?
No □ Go to next question
Yes □ You will need to provide proof of marriage or relationship registration.
   ▶ Go to 149

144 Do you have or have you had a dependent child (natural or legally adopted)?
No □ Go to next question
Yes □ You may need to provide evidence.
   ▶ Go to 149

145 Since leaving secondary school, have you worked and earned, in a 18 month period, 75 per cent or more of the Wage Level A of the Australian Pay and Classification Scale generally applicable to trainees?
No □ Go to 147
Yes □ Go to next question

146 What are the dates of the 18 month period where income was earned from employment?
From □ □ To □ □

Provide copies of proof of employment (e.g. payslips, payment summaries or letters from your employer).
▶ Go to 149
147 Have you worked to support yourself in full-time paid employment of at least 30 hours a week for a total of at least 18 months during any period of two years?
- No  Go to next question
- Yes  Provide copies of proof of employment (e.g. payslips, payment summaries or letters from your employer).  Go to 149

148 Since you last left secondary school have you worked to support yourself in part-time paid employment of at least 15 hours a week for at least two years?
- No  You will need to provide a completed Parent(s)/Guardian(s) details for the BASE TAX YEAR and CURRENT TAX YEAR for Dependent Youth Allowance or ABSTUDY Customers form (Mod JY).
  If you do not have this form, go to humanservices.gov.au/forms  Go to next question
- Yes  Provide copies of proof of employment (e.g. payslips, payment summaries or letters from your employer).

149 Are you currently studying?
- No  Go to 152
- Yes  Give details below
  Date study started
  / / 
  Type of study
  Full-time secondary study  
  Full-time tertiary study  
  Vocational study  

150 Date your study is likely to finish
  / / 

151 Are you receiving a scholarship to complete this study?
- No  
- Yes  

152 Have you stopped or completed full-time secondary, full-time tertiary or vocational studies?
- No  Go to next question
- Yes  Give details below
  Date stopped studying
  / / 
  Provide a copy of proof of the date you last left secondary school.

153 Read this before answering the following questions.
You are not breaking the law if you do not give us your (and your partner’s) tax file number(s), but if you (and your partner) do not provide them to us, or authorise us to get them from the Australian Taxation Office, you may not be paid.
In giving us your (and your partner’s) tax file number in relation to this claim you authorise us to use your (and your partner’s) tax file number for other social security payments and services in future where necessary.
Have you (and your partner) given us your tax file number(s) before?
- No  Go to next question
- Not sure  Go to next question
- Yes  Go to 155

154 Do you (and your partner) have a tax file number(s)?
- You
  - No  Call us on 132 850.
  - Yes  Your tax file number

- Your partner
  - No  Call us on 132 850.
  - Yes  Your partner’s tax file number

155 Read this before answering the following question.
If your only income for this financial year is the payment you are now claiming, you may not have to pay any tax.
However, you may have to pay tax if you get any other income this financial year, such as salary or wages.
If you think you will have to pay tax this year, you can ask us to deduct tax instalments from your payment. You can change this at any time.
If you are not sure how much tax to have taken out of your payment, contact the Australian Taxation Office.
Do you want tax taken out of your payment?
- No  Go to next question
- Yes  Enter the amount OR percentage of tax you want taken out per fortnight.
  Amount (must be in whole dollars) OR Percentage (%) of taxable payment
  $ .00 per fortnight OR % per fortnight
Do you want to authorise another person or organisation to make enquiries, get payments and/or act on your behalf?

No ☐ Go to next question

Yes ☐

You will need to complete and return an Authorising a person or organisation to enquire or act on your behalf form (SS313). If you do not have this form or want more information about nominee arrangements, go to humanservices.gov.au/nominees

Which of the following forms and documents are you (and/or your partner) providing with this form?

If you are not sure, check the question to see if you should provide the documents.

Where you are asked to supply documents, provide original documents. In some circumstances photocopies may be accepted, as detailed in the checklist below.

Identity documents ☐

(For a list of acceptable documents refer to Confirming your identity form (SS231) or go to humanservices.gov.au/identity

Proof of Australian residence status ☐

(If you answered No at question 18 and/or question 44)

Copies of documents showing balances for bank, building society and credit union accounts (required at question 54 and question 109)

Real estate details form (Mod R) ☐

(If you answered Yes at question 57 or question 59)

Business details form (Mod F) and Real estate details form (Mod R) ☐

(If you answered Yes at question 60)

Copies of documents to verify the details of the entry agreement for daily fees (if you answered No at question 68)

Copy of accommodation bond or the accommodation charge agreement (if you answered Yes at question 69)

Copies of documents to verify the details of your entry contribution (if you answered Yes at question 72)

Copy of signed lease or tenancy agreement (if you answered Yes at question 88)

Dependent children proof of birth (if you answered No at question 103)

Details of additional dependent children (if you answered Yes at question 104)

Study details form (Mod ST) (If required at question 105)

Business details form (Mod F) (If required at question 105)

Employment Separation Certificate form (SU001) (If required at question 105)

Seasonal, Contract & Intermittent Work Details form (SU496) (If you answered Yes at question 106)

Copies of a letter or other document(s) that shows the reference number and details for the payment (If you answered Yes at question 108)

Copy of evidence of the vesting of the private trust (If you answered Yes at question 111)

Private Trust form (Mod PT) (If you answered No at question 114)

Special Disability Trust form (Mod STD) (If you answered Yes at question 114)

Copy of evidence of the deregistration of the private company (If you answered Yes at question 116)

Private Company form (Mod PC) (If you answered Yes at question 118)

Business details form (Mod F) and Real estate details form (Mod R) (If you answered Yes at question 119)

Documents which confirm your leave entitlements and/or redundancy payment OR Employment Separation Certificate form (SU001) (If you answered Yes at question 121)

Copies of payslip(s) for the last eight weeks from each employer (If you answered Yes at question 122)

Copies of documents which confirm fringe benefit details (If you answered Yes at question 123)

Compensation and damages form (Mod C) (If you answered Yes at question 124 and/or question 125)

Real estate details form (Mod R) (If you answered question 129)

Income and Assets form (Mod IA) (If you answered Yes at question 132)

Parent(s)/Guardian(s) details for the BASE TAX YEAR and CURRENT TAX YEAR for Dependent Youth Allowance or ABSTUDY Customers form (Mod JY) (If you answered Yes at question 134)

Unreasonable to Live at Home forms (Mod Y, SY015 and SY016) (If you answered Yes at question 142)

Proof of marriage or relationship registration (If you answered Yes at question 143)

Copies of proof of employment (If you answered question 146 or you answered Yes at question 147 or question 148)

Parent(s)/Guardian(s) details for the BASE TAX YEAR and CURRENT TAX YEAR for Dependent Youth Allowance or ABSTUDY Customers form (Mod JY) (If you answered No at question 148)

A copy of proof of the date you last left school (If you have answered Yes at question 152)

Authorising a person or organisation to enquire or act on your behalf form (SS313) (If you answered Yes at question 156)
158 You need to read this

Privacy and your personal information

Your personal information is protected by law (including the Privacy Act 1988) and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim. Your information may be used by the department, or given to other parties where you have agreed to that, or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the department will manage your personal information, including our privacy policy, at humanservices.gov.au/privacy

159 Declaration

I declare that:

• the information I have provided in this form is complete and correct.
• I will notify the Australian Government Department of Human Services of any change(s) to this information within 14 days of the changes occurring.

I understand that:

• giving false or misleading information is a serious offence.
• the Australian Government Department of Human Services can make relevant enquiries to make sure I receive the correct entitlement.

Your signature

[Signature]

Date

/ / 

Your partner's signature

[Signature]

Date

/ / 

Special Benefit

[Blank]

Granted (as per SS Act Ref. 729) [ ]

Rejected (as per SS Act Ref. 729) [ ]

Decision recorded on ODR [ ]

Assessed by

[Blank]

Logon ID Date

[Blank] / / 

Referral

Case discussed with area contact [No] [Yes]

Date file was sent to area contact

/ / 

Is any other benefit more appropriate? [No] [Yes]

Check rate payable. See Operational Blueprint Rates of payment for Special benefit (SpB) 003-08040000.

Is there any other means of support available from a third party, to help with living expenses? [No] [Yes]