



Office use only
UIN
Application reference
Application received by
Date lodged

First Home Owner Grant Act 2000

APPLICATION FOR FIRST HOME OWNER GRANT

NOTE:

- Read the lodgement guide for explanations of the terms used in this application.
- Applications must be lodged within 12 months of *completion of the eligible transaction*.
- There are significant penalties for making a false or misleading statement, as well as possible prosecution.
- Please answer all questions and tick (✓) the appropriate boxes.

SECTION 1: Eligibility criteria

NOTE:

- Eligibility is determined as at the *commencement date of the eligible transaction*.
- All *applicants* and their *spouses/de facto partners* must be considered when answering eligibility questions.

Eligibility checklist

1. Does each applicant and/or their <i>spouse/de facto partner</i> declare that he or she: <ul style="list-style-type: none"> i. has never been paid a grant either jointly, separately or with some other person under the <i>First Home Owner Grant Act 2000</i> of any State or Territory of Australia; or ii. has never had to repay a First Home Owner Grant as a result of an investigation by the <i>Commissioner</i>. 	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Is each applicant and their <i>spouse/de facto partner</i> a person who has never owned a <i>residential property</i> , either jointly, separately or with some other person before 1 July 2000 in any State or Territory of Australia? NOTE: <i>Residential property</i> means land in Australia on which there is a building which is either a lawfully occupied residence or suitable for occupation as a place of residence, and a residential investment property owned before 1 July 2000 . NOTE: <i>Applicants</i> are not eligible for a grant if they or their <i>spouse/de facto partner</i> have held a <i>relevant interest</i> in <i>residential property</i> prior to 1 July 2000, even if they have never occupied the property (e.g. an investment property).	<input type="checkbox"/> Yes <input type="checkbox"/> No
3 A Does each applicant and their <i>spouse/de facto partner</i> declare that on or after 1 July 2000 that he/she have never owned <i>residential property</i> anywhere in Australia either jointly, separately or with some other person or if he/she did own <i>residential property</i> , that he/she never occupied (as a place of residence) that <i>residential property</i> before 1 July 2004 ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3 B Does each applicant and their <i>spouse/de facto partner</i> declare that on or after 1 July 2000 that he/she have never owned <i>residential property</i> anywhere in Australia either jointly, separately or with some other person or if he/she did own <i>residential property</i> , that he/she has not occupied (as a place of residence) that <i>residential property</i> for a continuous period of at least 6 months that began on or after 1 July 2004 ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4 Is each applicant a <i>natural person</i> (e.g. not a company or trust) and at least 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5 Is at least one applicant a <i>permanent resident</i> or <i>Australian citizen</i> at the <i>commencement date of the eligible transaction</i> ? NOTE: <i>Commencement date of the eligible transaction</i> (i.e. date of contract to purchase or build a <i>home</i> , or for <i>owner builder</i> - date foundations commenced to be laid).	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Will all <i>applicants</i> be occupying the <i>home</i> as their <i>principal place of residence</i> for a continuous period of 6 months commencing within 12 months of <i>completion of the eligible transaction</i> ? NOTE: <i>Completion of the eligible transaction</i> is either: date of settlement – in the case for purchase of a <i>home</i> ; or date when the building is ready for occupation as a place of residence – in the case of a <i>home</i> being built.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7 Has each <i>applicant</i> on or after 1 July 2000 , either: <ul style="list-style-type: none"> ■ entered into a contract for the purchase of a <i>home</i> in Western Australia OR ■ entered into a contract to have a <i>home</i> built in Western Australia OR ■ in the case of an <i>owner builder</i>, commenced construction of a <i>home</i> in Western Australia? (i.e. laying of foundations). 	<input type="checkbox"/> Yes <input type="checkbox"/> No

Determination of eligibility

If you answered 'YES' to ALL of the above questions, you may be entitled to receive the First Home Owner Grant subject to the written decision being made by the *Commissioner*.
 Please attach additional information (where applicable) to support your eligibility for the First Home Owner Grant.

SECTION 2: *Applicant* details

NOTE:

- It is essential that **ALL** *applicants* complete this section.
- If there are more than 2 *applicants*, please complete and attach an additional application form.
- Each *applicant* must sign the Declaration by *applicant* at Section 6.

Number of *applicants*

How many people will have a *relevant interest* in the property?

Related or associated party transactions

Are any of the *applicants* or their *spouse/de facto partner* related to or associated with the vendor or builder?

Yes No

Indigenous Australian

This question is optional – the information will only be used for statistical purposes by Commonwealth and State Governments, and has no bearing on your application.

Are any of the *applicants* Aboriginal or Torres Strait Islander?

Yes No

Applicant 1 (Contact applicant)

Applicant 2

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>
First name	<input type="text"/>	<input type="text"/>
Middle name(s)	<input type="text"/>	<input type="text"/>
Family name	<input type="text"/>	<input type="text"/>
Name on birth certificate (if different from above)	First name <input type="text"/>	<input type="text"/>
	Middle name(s) <input type="text"/>	<input type="text"/>
	Family name <input type="text"/>	<input type="text"/>
Date of birth	<input type="text"/> D D M M Y Y Y Y	<input type="text"/> D D M M Y Y Y Y
Have you ever used any name other than the name(s) declared above?	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Place of birth	State/Territory <input type="text"/>	<input type="text"/>
	Country <input type="text"/>	<input type="text"/>
Daytime telephone number	() <input type="text"/>	() <input type="text"/>
Email address	<input type="text"/>	
Current residential address	Street no. <input type="text"/>	Street no. <input type="text"/>
	Street name <input type="text"/>	Street name <input type="text"/>
	Suburb/ town <input type="text"/>	Suburb/ town <input type="text"/>
	State <input type="text"/> Postcode <input type="text"/>	State <input type="text"/> Postcode <input type="text"/>
Address for service of notices (if different from above)	Street no. <input type="text"/>	Street no. <input type="text"/>
	Street name <input type="text"/>	Street name <input type="text"/>
	Suburb/ town <input type="text"/>	Suburb/ town <input type="text"/>
	State <input type="text"/> Postcode <input type="text"/>	State <input type="text"/> Postcode <input type="text"/>

Do you have a *spouse/ de facto partner*? Yes No Yes No

If you have a *spouse/ de facto partner*, will your *spouse/de facto partner* have a *relevant interest in the home*? Yes – your *spouse/ de facto partner* must complete the details in *Applicant 2* above. No – you must complete Section 3 – *Spouse/ de facto partner* details Yes – your *spouse/ de facto partner* must complete the details in *Applicant 1* above No – you must complete Section 3 – *Spouse/ de facto partner* details

Tick the States and/or Territories in which you have lived

<input type="checkbox"/> NSW	<input type="checkbox"/> ACT	<input type="checkbox"/> NT	<input type="checkbox"/> QLD	<input type="checkbox"/> NSW	<input type="checkbox"/> ACT	<input type="checkbox"/> NT	<input type="checkbox"/> QLD
<input type="checkbox"/> TAS	<input type="checkbox"/> SA	<input type="checkbox"/> VIC	<input type="checkbox"/> WA	<input type="checkbox"/> TAS	<input type="checkbox"/> SA	<input type="checkbox"/> VIC	<input type="checkbox"/> WA

SECTION 3: *Spouse/de facto partner* details

NOTE:

- This schedule must be completed where the *spouse/de facto partner* of an *applicant* has not been specified as an *applicant* in Section 2 of the application.
- *Applicant's spouse/de facto partner* must sign the *spouse/de facto partner* declaration at Section 7.

Spouse/de facto partner of Applicant 1

Spouse/de facto partner of Applicant 2

Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr <input type="checkbox"/>																																
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Has your <i>spouse/de facto partner</i> ever used any name other than the name(s) declared above?	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No																																
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Tick the States and/or Territories in which your <i>spouse/de facto partner</i> has lived	<input type="checkbox"/> NSW <input type="checkbox"/> ACT <input type="checkbox"/> NT <input type="checkbox"/> QLD <input type="checkbox"/> TAS <input type="checkbox"/> SA <input type="checkbox"/> VIC <input type="checkbox"/> WA	<input type="checkbox"/> NSW <input type="checkbox"/> ACT <input type="checkbox"/> NT <input type="checkbox"/> QLD <input type="checkbox"/> TAS <input type="checkbox"/> SA <input type="checkbox"/> VIC <input type="checkbox"/> WA																																

SECTION 4: Property and transaction details

Address of the property

Lot no. (only use lot no. if street no. is not allocated)				Unit/Street no.			
Street name							
Suburb/town				State		Postcode	

Date when occupation as a *principal place of residence* commenced or is intended to commence (if not known estimate)

				2	0		
D	D	M	M	Y	Y	Y	Y

Please tick (✓) the appropriate box

Title Type: Certificate of Title Other VOLUME FOLIO

Transaction details

What type of transaction does this application refer to - please tick (✓) the appropriate box and complete the relevant section:

Established home; or

Off the plan; or

New home

Purchase or construction price

\$	<input type="text"/>
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(Total value)

Contract to build; or

Owner builder

Construction price

\$	<input type="text"/>
----	----------------------

Land value*

\$	<input type="text"/>
----	----------------------

Total value (Construction price + Land value)

\$	<input type="text"/>
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Year land was purchased

Y	Y	Y	Y

* The current estimated market value of the land at the time of signing the building contract for a *contract to build*, or at the time the *home* is completed and is ready for occupation for *owner builder*.

NOTE: In the case of *Owner builders*, a valuation of the property at the date of completion will be obtained by OSR to determine the fair market value, for the purposes of satisfying the cap requirement.

Approved agent and OSR use only

All evidence sighted Name of person sighting the evidence _____

Payment eligibility date

				2	0		
D	D	M	M	Y	Y	Y	Y

(Enter settlement, completion or first draw down date only)

Date of contract (or if 'Owner builder', date the foundations were laid)

				2	0		
D	D	M	M	Y	Y	Y	Y

Date of settlement (or if building, expected date of completion)

				2	0		
D	D	M	M	Y	Y	Y	Y

SECTION 5: Payment details

NOTE:

- If applying with OSR, the grant will be paid by electronic funds transfer into the account nominated below.
- If you are applying with an *Approved agent*, please **DO NOT** complete the account details below as the grant will be paid through the *Approved agent* in accordance with your agreement.

Name of financial institution and branch										
Account name (e.g. John & Jan Citizen)										
BSB number (must have 6 numbers)*							—			
Account number (maximum of 9 numbers)*										

* DO NOT include dashes or spaces

Approved agent use only

Applicant reference

SECTION 6: Declaration by applicant/s

1. I have completed the application form and attached all relevant documents in support of this application.
2. I declare that I have never been paid a grant either jointly, separately or with some other person under the *First Home Owner Grant Act 2000* of any State or Territory of Australia or have never had to repay a First Home Owner Grant as a result of an investigation by the *Commissioner*.
3. I declare that I have not **owned** a *home* or had a *relevant interest* in a *residential property* within Australia **prior to 1 July 2000**.
4. I declare that on or **after 1 July 2000** that I have never owned *residential property* anywhere in Australia either jointly, separately or with some other person or if I did own *residential property*, that I never occupied (as a place of residence) that *residential property* **before 1 July 2004**.
5. I declare that on or **after 1 July 2000** that I have never owned *residential property* anywhere in Australia either jointly, separately or with some other person or if I did own *residential property*, that I have not occupied (as a place of residence) that *residential property* for a continuous period of at least 6 months that began **on or after 1 July 2004**.
6. I declare that as at the *commencement date of the eligible transaction* that **at least one applicant** for the grant is a **permanent resident** or an **Australian citizen**.
7. I will be residing in the *home* that is the subject of this application as my *principal place of residence* for a continuous period of 6 months commencing within 12 months of *completion of the eligible transaction*.
8. I undertake to notify the *Commissioner* of any *notifiable event* in writing relevant to the requirements under the First Home Owner Grant Act 2000 within 30 days from the occurrence of that *notifiable event*.
9. I have read and understood the information prepared by OSR relating to the conditions of eligibility. I accept that if the conditions are not met, I may not be entitled to receive or retain the grant.
10. I authorise OSR to access and exchange information about me to verify my eligibility for the First Home Owner Grant with the *Approved agent* (where applicable), other State, Territory and Australian Government agencies and commercial organisations as permitted by law.
11. I understand that the *Approved agent* is not authorised by OSR to offer any advice or assistance on the conditions of eligibility for the grant, or on the completion of this application.
12. I authorise the *Approved agent* to hold the grant until *completion of the eligible transaction* and to repay the grant to the *Commissioner* if the transaction is not completed within 28 days of the date specified.
13. I authorise the *Commissioner* to address all correspondence relating to this application to *Applicant 1* at the address nominated.
14. I acknowledge that making statements or providing documents that are false or misleading in relation to this application, is a serious offence and that I may be prosecuted or liable to penalties of up to \$20,000 and required to repay the grant.
15. I authorise OSR to deposit the grant into the account nominated in Section 5 or into the *Approved agent's* nominated account when lodged with the *Approved agent* (ensure account details are correct).

I declare that I have read and understood the above information and that the information provided in this application is true and correct.

	Applicant 1	Applicant 2																																
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Signature	<input type="text"/>	<input type="text"/>																																
Date	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;">2</td> <td style="width: 25px;">0</td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> </tr> <tr> <td>D</td> <td>D</td> <td>M</td> <td>M</td> <td>Y</td> <td>Y</td> <td>Y</td> <td>Y</td> </tr> </table>					2	0			D	D	M	M	Y	Y	Y	Y	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> <td style="width: 25px;">2</td> <td style="width: 25px;">0</td> <td style="width: 25px;"> </td> <td style="width: 25px;"> </td> </tr> <tr> <td>D</td> <td>D</td> <td>M</td> <td>M</td> <td>Y</td> <td>Y</td> <td>Y</td> <td>Y</td> </tr> </table>					2	0			D	D	M	M	Y	Y	Y	Y
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	Street no.	<input type="text"/>																																
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* Witness must not be an *applicant* or *spouse/de facto partner* of an *applicant* and must not be related to the *applicant*.

SECTION 7: Declaration by *spouse/de facto partner*

- I declare that the *spouse/de facto partner* details in Section 3, in so far as they relate to me, are true and correct.
- I declare that I have never been paid a grant either jointly, separately or with some other person under the *First Home Owner Grant Act 2000* of any State or Territory of Australia or have never had to repay a First Home Owner Grant as a result of an investigation by the *Commissioner*.
- I declare that I have **not owned** a *home* or had a *relevant interest* in a *residential property* within Australia **prior to 1 July 2000**.
- I declare that on or **after 1 July 2000** that I have never owned *residential property* anywhere in Australia either jointly, separately or with some other person or if I did own *residential property*, that I never occupied (as a place of residence) that *residential property* **before 1 July 2004**.
- I declare that on or **after 1 July 2000** that I have never owned *residential property* anywhere in Australia either jointly, separately or with some other person or if I did own *residential property*, that I have not occupied (as a place of residence) that *residential property* for a continuous period of at least 6 months that began on or **after 1 July 2004**.
- I authorise *OSR* to access and exchange information about me that may affect the *applicant's* eligibility for the First Home Owner Grant with the *Approved agent* (where applicable), other State, Territory and Australian Government agencies and commercial organisations as permitted by law.
- I acknowledge that making statements or providing documents that are false or misleading in relation to this application, is a serious offence and that I may be prosecuted or liable to penalties up to \$20,000.

	Spouse/de facto partner of Applicant 1	Spouse/de facto partner of Applicant 2																																
Name	<input type="text"/>	<input type="text"/>																																
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Before me (signature of witness)*

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Full name and address of witness

Name		Name	
Street no.		Street no.	
Street name		Street name	
Suburb/ town		Suburb/ town	
State	Postcode	State	Postcode

* Witness must not be an *applicant* or *spouse/de facto partner* of an *applicant* and must not be related to the *applicant*.

SECTION 8: Supporting documentation checklist

NOTE:

- To ensure your application is processed in a timely manner, make sure the application is fully completed, signed and dated.
- Please complete the checklist to ensure you have attached the required supporting documentation defined in the lodgement guide. Attach these papers to this page.
- Additional documents may be requested after lodgement of your application.

Supporting documentation checklist

NOTE:

- Refer to the lodgement guide for the documentation required.
- DO NOT mail original documents, **only mail certified copies**.

Proof of identity of all *applicants* and their *spouse/de facto partner*

		<i>Applicant to tick if attached</i>	<i>Approved agent or OSR use only</i> <small>Tick when sighted</small>
Category 1	Type of doc. submitted _____ Name on doc. _____ Doc. no. _____ Date issued _____ Permanent residency visa Date granted _____ Sub class _____	<input type="checkbox"/>	<input type="checkbox"/>
	Type of doc. submitted _____ Name on doc. _____ Doc. no. _____ Date issued _____ Permanent residency visa Date granted _____ Sub class _____	<input type="checkbox"/>	<input type="checkbox"/>
Category 2*	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>
	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>
Category 3*	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>
	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>

Category 4*	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>
	Type of doc. submitted _____	<input type="checkbox"/>	<input type="checkbox"/>
■	Copy of a marriage or death or divorce (Decree nisi) certificate, or change of name certificate.	<input type="checkbox"/>	<input type="checkbox"/>
■	a statutory declaration for those who are separated. – must have name of <i>spouse</i> , their date of birth, date of marriage, date of separation, current address (if known), a statement to the effect that you do not intend to resume cohabitating together as a couple within the next 18 months.	<input type="checkbox"/>	<input type="checkbox"/>

Transaction type

Contract to purchase a home:

	<i>Applicant to tick if attached</i>	<i>Approved agent or OSR use only</i> Tick when sighted
■ a copy of your Contract for Sale or Agreement for the Purchase (Offer and Acceptance), dated and signed by all parties.	<input type="checkbox"/>	<input type="checkbox"/>
■ where there is no contract, or the sale of the property is between family members or <i>related or associated parties</i> – a copy of the transfer of land dated and signed by all parties.	<input type="checkbox"/>	<input type="checkbox"/>
■ where the sale of the property is between a <i>related or associated party</i> provide a completed <u>Duties Valuation Request</u> form or a valuation from a licensed valuer that is less than 3 months old, from the date of <i>completion of the eligible transaction</i> .	<input type="checkbox"/>	<input type="checkbox"/>
■ a <i>Title search</i> showing the <i>applicant(s)</i> as the registered proprietor(s).*	<input type="checkbox"/>	<input type="checkbox"/>

Contract to build a home:

■ a copy of your <i>contract to build</i> dated and signed by all parties.	<input type="checkbox"/>	<input type="checkbox"/>
■ documentary evidence of progress payments made (either an invoice or receipts from the builder but not the deposit totalling an amount equal to or greater than the grant).	<input type="checkbox"/>	<input type="checkbox"/>
■ where the <i>contract to build a home</i> is between a <i>related or associated party</i> provide a completed <u>Duties Valuation Request</u> form or a valuation from a licensed valuer that is less than 3 months old, from the date of <i>completion of the eligible transaction</i> .	<input type="checkbox"/>	<input type="checkbox"/>
■ a <i>Title search</i> showing the <i>applicant(s)</i> as the registered proprietor(s).*	<input type="checkbox"/>	<input type="checkbox"/>

Owner builders:

■ documentary evidence of the commencement of the construction of the <i>home</i> .	<input type="checkbox"/>	<input type="checkbox"/>
■ documentary evidence confirming that the <i>home</i> is ready for occupation.	<input type="checkbox"/>	<input type="checkbox"/>
■ documentary evidence of the building costs incurred for the construction of the <i>home</i> . The evidence submitted must total an amount equal to or greater than the grant and must not include your own labour costs.	<input type="checkbox"/>	<input type="checkbox"/>
■ provide a completed <u>Duties Valuation Request</u> form or a valuation from a licensed valuer that is less than 3 months old, from the date of <i>completion of the eligible transaction</i> .	<input type="checkbox"/>	<input type="checkbox"/>
■ a <i>Title search</i> showing the <i>applicant(s)</i> as the registered proprietor(s).*	<input type="checkbox"/>	<input type="checkbox"/>

* Not required if your *application* is lodged with an *Approved agent*.

The above documentation **must** be sighted by the *Approved agent* or *OSR* and **must** be submitted in support of the application.

Approved agent and OSR use only

Name of person sighting the documentation above:

Name of employer:

Signature:

Date: / / 20

Copies may be certified by the following –

- Legal Practitioner
- Member of Parliament
- Dentist
- Police Officer
- Pharmacist
- Justice of the Peace (JP)
- Public Servant
- Veterinary Practitioner
- Minister of Religion
- Mortgage Broker
- Magistrate
- Medical Practitioner
- Primary or Secondary Teacher
- Certified Practising Accountant
- Officers of OSR