



## Dundas House – Units for the Aged Pensioner & Senior Application for Tenancy

Surname \_\_\_\_\_ Given Name(s) \_\_\_\_\_

Current Residential Address \_\_\_\_\_

Telephone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Marital Status \_\_\_\_\_

Aged/Senior Pension Number \_\_\_\_\_

Name of Next of Kin \_\_\_\_\_

Address of Next of Kin \_\_\_\_\_

Relationship to Next of Kin \_\_\_\_\_ Next of Kin Telephone \_\_\_\_\_

Name of Doctor \_\_\_\_\_ Telephone \_\_\_\_\_

Address of Doctor \_\_\_\_\_

What is your current accommodation situation:

Own Home	Yes / No	Living with Relative	Yes / No
Rented Room	Yes / No	Living with Friend	Yes / No
Renting	Yes / No		

### Declaration

I \_\_\_\_\_ declare that to the best of my knowledge particulars in my application are true and correct and I acknowledge and agree with the conditions set by the Shire of Dundas on the reverse side of this application.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

## **Conditions of Tenancy**

### **Conditions of Eligibility**

- 1) Men aged 65 years and over and women aged 60 years and over and hold a current Aged/Seniors Concession Card.
- 2) The primary criteria for selection of residents will be based on their physical and financial need.
- 3) Tenants shall not own other residential property whilst occupying a unit.
- 4) Following information to be provided along with the application,
  - a. A letter of support from the applicant's General Practitioner (GP) confirming applicant's ability to look after himself/herself;
  - b. A letter of support from the applicant's current landlord (if applicable); and
  - c. A letter of support from a member of the community who has known the applicant for at least one year.
- 5) Be a long-term resident (have been living in the Shire for more than 3 years in a rented property, or have owned property).

Where there is a vacancy in the centre the CEO shall refer any applications for accommodation to Council that do not fully satisfy the eligibility criteria for consideration.

### **General Conditions**

- 6) A uniform rental/maintenance charge per fortnight will be required of all residents. This charge is payable fortnightly in advance. Tenants must pay the rental/maintenance charge on time. If at any time the tenant fails to pay the rental/maintenance fee on time and falls into arrears of more than four weeks, the Shire will ask the tenant to vacate the unit.
- 7) The Shire reserves the right to fix the rental/maintenance charge in accordance with current cost fluctuations.
- 8) Residents will be serviced by individual electricity meters and will be required to pay accounts due to them within the set time limit.
- 9) Electricity is to be transferred by the tenant within 3 days of move in date.
- 10) It should be understood that a unit can only be occupied by persons fully capable of looking after themselves. Prospective residents may be requested to produce a medical certificate to this effect. If the Shire has any doubts concerning the ability of a resident to look after themselves, they may be requested to undergo a medical examination by a Doctor nominated by the Shire.
- 11) A resident should advise the Shire if they intend to be absent from a unit for a period in excess of one month.
- 12) Tenants are not permitted to alter any built-in furniture or to fasten any furniture to the walls or fixtures by way of adhesives, screws, nails etc.
- 13) Dogs, cats and other pets are not permitted to be kept in the units without the express permission of the Shire.
- 14) Building and gardening maintenance to the units and surrounds shall be the responsibility of the Shire of Dundas and will be carried out on an 'as required' basis.
- 15) Smoking is not permitted in the unit.
- 16) The Shire shall pay 100% of charges for water consumption provided that the tenant does not use excessive amounts of water.
- 17) Completion of a Residential Tenancy Agreement Form 24B before move in.