



Winnam Aboriginal and Torres Strait Islanders Corporation

Conditions and Eligibility for Affordable Housing

Please read these conditions and eligibility criteria carefully. When applying for housing with Winnam Aboriginal and Torres Strait Islanders Corporation you are agreeing to abide by the following conditions:

1. You must be a current financial member of Winnam Aboriginal and Torres Strait Islanders Corporation (\$4.00 every year). If your membership lapses because your annual membership fee has not been paid, your name will be removed from the Housing Waiting List.
2. Part of being accepted as a member and a Winnam tenant will require you to provide an approved Confirmation of Aboriginality/Torres Strait Islander Certificate.
3. You must remain a current financial member of Winnam Aboriginal and Torres Strait Islanders Corporation during any tenancy that is offered to you. Failure to pay your annual membership fee may result in Winnam deciding not to renew your tenancy agreement on its expiry.
4. We strongly recommend you register with the QLD Department of Housing, Local Government, Planning and Public Works waiting list, as this will provide more housing opportunities within Winnam's housing portfolio.
5. You must be a resident in Winnam's catchment areas - Wynnum/Manly Southeast Bayside area including Redland City, Tingalpa, and Morningside to Carina – **OR** have a connection with the area including demonstrated family **OR** have other supports in the area. Other reasons for wanting to move to the area may be presented to the Board of Directors in writing for their determination of validity.
6. Failure to respond to requests for updated information in relation to your housing application (within fourteen (14) days of the request being issued) will result in you becoming ineligible for housing. Winnam will make two attempts in writing to contact you before your name is removed from the Housing Waiting List. No further attempts will be made if your mail is returned to us as "not at this address".
7. If we do not have your current contact details, you will be ineligible for housing and your name will be removed from the Housing Waiting List. Please keep Winnam updated if your current address and phone number change.
8. Persons currently in permanent housing supplied by a housing organisation or agency (e.g, QLD Department of Housing, Local Government, Planning and Public Works, ATSI Housing, Community Housing) will not be eligible for housing with Winnam Aboriginal and Torres Strait Islanders Corporation.
9. Tenancies are not transferable to any other person including family members or partners. When a house or accommodation becomes available it will be offered only to the person nominated on the application, and that person must live in the property on a full-time basis and be the person responsible for all rent and other aspects of the tenancy lease. We do not permit sub-letting.
10. Persons moving outside the greater Brisbane area permanently, that is longer than six (6) months, are not eligible to remain on the waiting list.

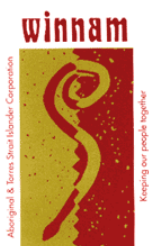
11. Persons who own or have shares in houses, flats, units, investment properties, vacant land or any other real estate are not eligible to be on the waiting list. Exceptional circumstances may be considered stated under Winnam's policy.
12. Only one offer of a house or other accommodation will be made. Prior to an offer being made, Winnam will consider your Housing Application form information and ensure that the offer is appropriate, e.g., Consideration will be given to the most appropriate size of housing, pets, preferred suburbs noted on your form. Should the offer be refused without reasons satisfactory to Winnam, or where the applicant cannot be contacted at the last advised address within three (3) days, the applicant's position on the waiting list will be forfeited.
13. Upon acceptance of an offer of accommodation, the applicant must tenant the house or unit within fourteen (14) days thereof.
14. Must provide proof of **ALL HOUSEHOLD INCOME** (income evidence is required prior to signing the Tenancy Agreement).
15. As part of your tenancy with Winnam Aboriginal and Torres Strait Islanders Corporation, we strongly encourage you to participate in our organisation's activities, meetings, and community events.

Once a formal offer of housing has been made, you will need to do the following within three (3) days:

- a. Supply two (2) references from previous landlords (not family) before the tenancy is granted to you. If you have not been a tenant in the past five (5) years, then you will need to provide two suitable character references.
- b. Sign an Information Release Authority which authorises Winnam to check the references that you have supplied. All references must be satisfactory to Winnam.
- c. Sign a Declaration confirming that you do not own share in any housing, land, or real estate. You will also need to sign an Authority allowing Winnam to undertake searches with the relevant authorities to verify this information.
- d. Provide proof of current housing and rent payments (e.g., Current Tenancy Agreement, rent receipts).

Please read the attached Conditions and Eligibility for Housing document before returning this Housing Application Form.

Declaration	
Applicant Name:	Secondary Applicant Name:
Signature:	Signature:
Date:	Date:



Winnam Aboriginal and Torres Strait Islanders Corporation

Affordable Housing

Your eligibility for Housing will be assessed based on the information and the supporting documentation you provide with this application. If your circumstances change at any time, please notify Winnam Aboriginal and Torres Strait Islanders Corporation immediately.

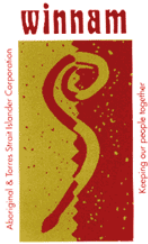
Completing this Application:

- Answered all questions listed on this application.
- Have you registered with the Department of Housing, Local Government, Planning and Public Works?
- Collected evidence and supporting documentation including proof of income and assets of for each household member detailed in this application? – ***Proof of income and asset statements are required every year.***
- Provided a copy of your Confirmation of Aboriginal and or Torres Strait Islander Descent Certificate – ***You must provide a copy of this certificate to be eligible for housing with Winnam.***
- Are you a current financial member of Winnam Aboriginal and Torres Strait Islanders Corporation? ***You must be a current financial member to be eligible for housing with Winnam. To apply please complete the Membership Application Form before submitting this Housing Application.***
- Read and signed Winnam’s Conditions and Eligibility Requirements for Affordable Housing.
- Do you have copies of your identification? ***Alternatively, you can attach witnessed copies of your identification evidence if you are returning this application via post.***

For more information regarding Winnam’s Housing programs, please contact Winnam Aboriginal and Torres Strait Islanders Corporation on the details below:

Address: 150 Whites Road, Lota QLD 4179
Postal Address: PO Box 201, Wynnum QLD 4178
Phone: (07) 3396 3431
Email: housing@winnam.org

OFFICE USE:	
Winnam Housing Application Number:	
Outstanding Documentation:	
Entered on Housing Waiting List Register:	<input type="checkbox"/> Yes <input type="checkbox"/> No Date:
Housing Waiting List letter outcome sent to applicant:	<input type="checkbox"/> Yes <input type="checkbox"/> No Date:



Winnam Aboriginal and Torres Strait Islanders Corporation
Affordable Housing Application Form

Applicant Details:

Date:	
Full Name:	
Date of Birth:	
Address:	
Phone Number:	
Email:	
Alternative Contact Name:	
Alternative Contact Number:	

1. Are you Aboriginal and or Torres Strait Islander descent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Are you a current financial member of Winnam?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>*If you do not pay Winnam's yearly membership fee (\$4.00), you will be removed from our Housing Waiting List*</i>		
3. Do you currently own a full or part share in either a house or land in Australia or overseas?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>*You are not eligible for housing if you own/part own a house/flat/unit or other form of accommodation*</i>		
4. Have you registered with QLD Department of Housing, Local Government, Planning and Public Works?	<input type="checkbox"/> Yes Housing ID Number: _____ <input type="checkbox"/> No	
5. Do you have a medical condition or disability?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<i>If yes, please provide details:</i>	
6. Are you expecting a child?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

7. Are you registered with any other Housing Providers?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
Provider Name	Registration Number	How long have you been registered?		

8. Please list ALL other household members below (including the applicant):

You must notify Winnam who is living in the household

Full Name	Centrelink Reference Number (CRN)	Date of Birth	Gender	Relationship to Applicant	Is this person living with you now?
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Male <input type="checkbox"/> Female		<input type="checkbox"/> Yes <input type="checkbox"/> No

9. How long have you been at the above address:

<input type="checkbox"/> 0-6 months	<input type="checkbox"/> 6-12 months	<input type="checkbox"/> 1 year – 3 years
<input type="checkbox"/> 3 years – 5 years	<input type="checkbox"/> 5 years – 7 years	<input type="checkbox"/> 7+ years

10. How long have you lived in the Wynnum and or Redlands Areas?

<input type="checkbox"/> 0-6 months	<input type="checkbox"/> 6-12 months	<input type="checkbox"/> 1 year – 3 years
<input type="checkbox"/> 3 years – 5 years	<input type="checkbox"/> 5 years – 7 years	<input type="checkbox"/> 7+ years

11. What is your current accommodation?

<input type="checkbox"/> Rent House	<input type="checkbox"/> Rent Flat/Unit	<input type="checkbox"/> Board
<input type="checkbox"/> Other: E.g., caravan, hostel, emergency house		

12. Name and Contact Details of Real Estate Agency or Landlord

Full Name:	
Phone Number:	

13. How much rent do you currently pay per week?

	\$
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14. Are you employed?

<input type="checkbox"/> Yes <input type="checkbox"/> No

15. What is the household income for occupants over 18 years of age?

Name:	\$	Frequency:	Type:
Name:	\$	Frequency:	Type:
Name:	\$	Frequency:	Type:
Name:	\$	Frequency:	Type:
Name:	\$	Frequency:	Type:

16. Please indicate which yearly income applies to you and or combined income of the household. This must include ALL INCOME FROM YOUR HOUSEHOLD FOR THE LAST FINANCIAL YEAR. If you are offered a property through Winnam, you will be asked to provide an income assessment every 12 months:

<input type="checkbox"/> \$0.00 - \$10,000	<input type="checkbox"/> \$10,001 - \$20,000	<input type="checkbox"/> \$20,001 - \$30,000
<input type="checkbox"/> \$30,001 - \$40,000	<input type="checkbox"/> \$40,001 - \$50,000	<input type="checkbox"/> \$50,001 - \$60,000
<input type="checkbox"/> \$60,001 - \$70,000	<input type="checkbox"/> \$70,001 - \$80,000	<input type="checkbox"/> \$80,000 over

17. Are you experiencing any of the following situations?

<input type="checkbox"/> Unable to work and have high levels of living expenses beyond normal living costs related to a long-term or serious medical condition, or permanent and/or significant disability	<input type="checkbox"/> Multiple periods of unemployment	<input type="checkbox"/> Long-term unemployment	<input type="checkbox"/> Currently employed <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time <input type="checkbox"/> Casual
<input type="checkbox"/> None of these reasons relate to me			

18. Number of people where you are currently living?

<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5
<input type="checkbox"/> 6	<input type="checkbox"/> 7	<input type="checkbox"/> 8+

19. Number of bedrooms where you are currently living?

<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3
<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6+

20. Does your household need to move for any of the following reasons? Tick all that applies.

<input type="checkbox"/> You are experiencing or at risk of domestic and family violence	<input type="checkbox"/> You are in crisis housing provided by a homelessness service	<input type="checkbox"/> You need to meet your or a household member's disability support needs
<input type="checkbox"/> You are experiencing or at risk of violence, abuse or harassment from a household or community member	<input type="checkbox"/> You are staying temporarily with family and/or friends and have no other housing to go to	<input type="checkbox"/> You are a long-term patient in a hospital or health facility and are ready to be discharged
<input type="checkbox"/> You have the safety of a child in your care at risk	<input type="checkbox"/> You are living on the street, in a car or park, makeshift shelter or illegal building	<input type="checkbox"/> You are experiencing a family or relationship breakdown
<input type="checkbox"/> You are living in a boarding house, caravan park or hostel that has or is about to be closed	<input type="checkbox"/> You pay more than 30% of your gross household income in rent	<input type="checkbox"/> You are being evicted or about to be evicted
<input type="checkbox"/> None of these reasons relate to me		

21. Is your current housing location unsuitable for any of the following reasons?

Tick all that applies.

<input type="checkbox"/> Too close in proximity to the perpetrator of domestic violence against you	<input type="checkbox"/> Does not enable family/cultural reunification	<input type="checkbox"/> Too far away from frequently required services – transport, medical, disability support for daily activities, transport to meet mobility requirements	<input type="checkbox"/> Too far away from family and community support which impacts on the wellbeing of the household
<input type="checkbox"/> None of these reasons relate to me			

22. Have you experienced difficulties in obtaining housing?

Yes (please give details)

No

23. Types of difficulties obtaining housing?

Rental issues

Unable to get bond

Long waiting lists

Other (please give details):

24. Wynnum have properties predominately in the Wynnum Manly precinct, but also in some Redland City Council areas. Would you be interested in properties in the Redland City Council area also?

Yes

No (if you marked "No", what is your connection to the Wynnum area?)

25. What is your preferred suburb you wish to reside?

Wynnum

Wynnum West

Manly

Manly West

Lota

Hemmant

Tingalpa

Belmont

Capalaba

Birkdale

Wellington Point

Alexandra Hills

26. List all pets that will reside with you:

Please note ALL animals must be registered with the Council

Type of Animal	Breed	Registration Details

27. What type of transport do you use?

Public

Own

Other (family and friends)

28. Have any of the following affected your ability to access stable housing?

Tick all that applies.

<input type="checkbox"/> You have a permanent disability	<input type="checkbox"/> You have a long-term or serious medical condition	<input type="checkbox"/> You are experiencing or at risk of violence, abuse or harassment from another person or community member
<input type="checkbox"/> Multiple unsuccessful private rental applications	<input type="checkbox"/> A limited number of or no suitable properties to meet needs – size, location, or features	<input type="checkbox"/> You have been evicted multiple times in the past three years for rent arrears, disruptive behaviour, relationship breakdown or property damage
<input type="checkbox"/> You have a history of homelessness	<input type="checkbox"/> Your safety is at risk	<input type="checkbox"/> None of these reasons relate to me

29. Do you need disability housing features for your home?

Yes No

If yes, please provide details:

30. Additional information you would like to provide?

31. What identification evidence can you and other applicants provide?

Please tick all that applies

PRIMARY	SECONDARY
<input type="checkbox"/> Australian Birth Certificate	<input type="checkbox"/> Bank, credit, or ATM card with your signature
<input type="checkbox"/> Australian Passport	<input type="checkbox"/> Bank, credit union or building society statements
<input type="checkbox"/> Australian Driver's License	<input type="checkbox"/> Medicare Card
<input type="checkbox"/> Adult Proof of Age Card	<input type="checkbox"/> Health Care Card
<input type="checkbox"/> 18+ Card	<input type="checkbox"/> Seniors/Pension Card
<input type="checkbox"/> Photographic Identification Card (QLD Transport)	<input type="checkbox"/> Taxation Assessment Notice



Winnam Aboriginal and Torres Strait Islanders Corporation

Information Release Form

Full Name:	
Date of Birth:	
Address:	
Phone Number:	
Email:	
Alternative Contact Name:	
Alternative Contact Number:	

I/we understand that it may be necessary for Winnam Aboriginal and Torres Strait Islanders Corporation (“Winnam”) to contact the Queensland Department of Housing, Local Government, Planning and Public Works regarding my/our current public rental application and/or history details regarding public rental tenancies or bond loans.

I am/we are aware that the information requested by Winnam will be required to assess my eligibility for housing, as well as my continued eligibility should I be housed by Winnam.

I/we give the Department of Housing, Local Government, Planning and Public Works permission to release details to Winnam, in accordance with the Federal Privacy Act 1988, Privacy Principle Number 11(b).

Declaration	
Tenant Full Name:	
Signature:	
Date:	

Declaration	
Winnam Housing Officer Name:	
Signature:	
Date:	