HOME OWNER GRANT

APPLICATION FORM

Eligibility:

This application form is required to be considered eligible for the Home Owner Grant. Submitting this application is the responsibility of the applicant/s, and must be completed to receive payment.

Applications will not be considered if:

- An applicant is a trust or company (i.e. not an individual)

- The value of the Home, including the land, is valued at more than $750,000.

- You build your home with Financial Help from a Related Person (who is not eligible for the Grant) who will also occupy the home.

- You are a not an Australian Citizen or a Permanent Resident.

The applicant will be notified of its outcome and final amount that will be paid. Council will then provide paperwork to process the payment (please allow up to three weeks from approval for grant payment).

How to apply:

There are two ways to submit this application for the Quilpie Shire Home Owner Grant

Post completed original application form and all support documentation (must include certified copies)

to;   Quilpie Shire Council

         PO Box 57

         Quilpie QLD 4480

Email applications will also be accepted as long as they are:

- complete

- signed and witnessed

- clearly legible.

Email your application to admin@quilpie.qld.gov.au.

Application assessment:

Applications will be assessed as they are received. The Council will assess the application in accordance with the eligibility criteria and CS103 Home Owner Policy and Procedure. Any decision made by Council on any application is final.

IX: 213251

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APPLICANT DETAILS:
If there is more than one Applicant include the additional Applicant details on another page.

First name:		Surname:	
Mobile:		Email:	
Address:			
Citizenship status: Please tick one of the following options:	Australian Citizen		Permanent Resident

TYPE OF HOME:
(Please tick which is most applicable. Please refer to policy guideline flyer)

	Relocated home
	New home

VALUATION DETAILS:
This estimate will confirm final grant payment applicant is eligible to receive.

Valuation estimate:	

Supporting evidence (at least one from list) must be provided.
Documents must be dated within 6 months of moving into home.

Building contract	
Market appraisal	
Bank Valuation	

IDENTIFICATION OF ELIGIBLE PARCEL:
The Home must be constructed on a parcel of land identified within Council's Planning Scheme as 'Township' within the Zones of Quilpie, Eromanga, Toompine and Cheepie. Please identify the parcel of land, together with a Title Search confirming that you are the registered owner:

Parcel of land:	
Title search:	
Registered owner:	

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Documentation:	
All documents must be certified copies of the original.	
Identity documents (a copy of each must be provided)	
	Driver's Licence
	Birth certificate
	Medicare card
Supporting evidence (at least two from list) to confirm your home has been placed on vacant land	
	Build contract
	Final inspection certificate
	Contract of sale (land)
Supporting evidence (at least two from list) to confirm that you moved into your home continuously for a period of 6 months (within 12months from final certificate being issued).	
	Rates notice
	Electricity or Internet bill
	Employment detail (must show address)
	Statutory Declaration

DECLARATION
Privacy Notice: The information you provide on this form will be used by the agency you are applying to, to deal with your application and assess your application.
I declare that: • The information provided in this form is complete and correct;   • I understand that if this application is approved, such information as provided by me will form the basis of my approval for the new homeowner grant with Council;   • I meet the required eligibility criteria;   • I have read the privacy notice; and   • Where applicable, I have attached required documentation and supporting evidence.   I understand that it is an offence to give misleading information about my identity, and that doing so may result in a decision to refuse to process my application.
Name:

Signature:	Date: