

Information Privacy Act 2000

All information collected by the SRO is protected by secrecy provisions in Acts administered by the SRO and in addition, personal information you provide to the SRO is protected by the *Information Privacy Act 2000*. Any information collected from you is only used for the purposes of the Acts administered by the SRO. Information (including personal information) is not disclosed to third parties unless authorised by law, or with your consent.

Addendum for First Home Owner Boost Scheme to claim the extra \$14 000 Boost for New Homes

Application Guide

NOTE:

To claim the \$7000 Boost for the purchase of an established home, you are not required to complete this Addendum. Simply complete the Application for First Home Owner Grant form.

When does the \$14 000 Boost payment apply?

The First Home Owners Boost (the Boost) provides for an extra \$14 000 to the existing \$7000 First Home Owner Grant, for the construction or purchase of eligible new homes where the contract is made, (or in the case of owner builders, where construction commences), **on or after 14 October 2008 and on or before 30 June 2009**.

What is a new home?

A new home is a home that has not previously been sold or occupied as a place of residence, including occupation by the builder, a tenant or other occupant.

Eligibility

To be eligible for the \$14 000 Boost, you must satisfy:

- all the eligibility requirements for the existing \$7000 First Home Owner Grant > *Please refer to the Application Form and Lodgment Guide for details on the existing \$7000 Grant and*
- the additional eligibility requirements in either Part A, B, C or D of this Addendum.

This Addendum will be considered with the information contained in your 'Application for First Home Owner Grant' form.

Only new home purchases and constructions are eligible for the \$14 000 Boost.

You are not eligible to claim the \$14,000 Boost if your contract, being the subject of this application, replaces a contract made before 14 October 2008 and is a contract to purchase the same home or to build the same or a substantially similar home.

Penalties

The State Revenue Office (SRO) as part of its role in administering the *First Home Owner Grant Act 2000*, conducts investigations to ensure that applicants comply with the conditions of the Act. If applicants receive the grant when they are not entitled, or do not comply with the residence requirement, penalties of up to 100 per cent may be imposed.

Providing false or misleading information to the SRO is a criminal offence. If it is determined that an applicant has provided false or misleading information to obtain, or attempt to obtain the grant, then prosecution action may be undertaken.

How to complete the application form

Only complete **one** of the following parts:

- Part A ► to be completed by applicants who have entered into a contract to **build a new home**
- Part B ► to be completed by applicants who have entered into a contract to **buy a new home** (not being a contract to buy a new home off the plan)
- Part C ► to be completed by applicants who are **owner builders** and who have constructed a new home
- Part D ► to be completed by applicants who have contracted to buy a new home **off the plan**

NOTE: If you cannot provide all the information in either Part A, B, C or D but believe you may be eligible for the Boost payment please contact the SRO.

Lodging

How to lodge this application:

- where you have not yet made an application for the First Home Owner Grant – lodge this Addendum with the 'Application for First Home Owner Grant' form.
- where the Commissioner of State Revenue has already approved the payment of the First Home Owner Grant – lodge this Addendum with a copy of the Commissioner's approval letter.

Where to lodge this Addendum:

- with any approved agent*
- by mail to the SRO ▶ *see correspondence details below*
- in person at the SRO ▶ *see location below*

***NOTE:** Most major financial institutions are approved agents. Please contact your financial institution to confirm their participation or visit our website for a complete list of approved agents or phone the SRO on 13 21 61.

By correspondence

State Revenue Office, GPO Box 1641, MELBOURNE VIC 3001
or DX260090 Melbourne

In person

Customer Service Centre, State Revenue Office, Level 2, 121 Exhibition Street, Melbourne
Hours of operation: Mon, Tues, Thurs, Fri – 8:30am to 4:30pm Wed – 8:30am to 1:00pm

Internet www.sro.vic.gov.au

E-mail sro@sro.vic.gov.au

Telephone 13 21 61 or

03 9628 0301

Facsimile 03 9628 6851

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Addendum for First Home Owner Boost Scheme to claim the extra \$14 000 Boost for New Homes

Application Form

Note:

- The Addendum must be lodged with the Application for First Home Owner Grant form.
- To claim the \$7000 Boost for the purchase of an established home, you only need to complete the Application for the First Home Owner Grant form. You do not need to complete this Form.
- The application must be lodged within 12 months of the new home being completed.
- Print clearly in the white boxed spaces.

OFFICE USE ONLY

UIN

Applicants details

Applicant 1

First name	<input type="text"/>
Family name	<input type="text"/>
Address of new home	<input type="text"/>
Suburb	<input type="text"/>
Postcode	<input type="text"/>

Applicant 2*

First name	<input type="text"/>
Family name	<input type="text"/>

*If applicable

Part A Contract to build a new home

Eligibility criteria:

- you must have entered into a contract to build a new home on or after 14 October 2008 and on or before 30 June 2009 ► see 'What is a new home?' on the Application Guide.
- construction of the new home must have commenced within 26 weeks of the date of the contract. You must provide a certified copy of an original document which clearly shows the construction commencement date.
- the contract must specify a completion date for building work within 18 months of the construction commencing or construction must be completed within 18 months of the construction commencing.

I state that the eligibility criteria has or will be satisfied and the details are:

Contract date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Construction commencement date* (*Laying of foundations)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Construction completion date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

NOTE: The construction completion date is the actual date completed or date stated in the contract. If not stated in the contract, you cannot apply unless construction is completed within 18 months.

Part B Contract to buy a new home

Eligibility criteria:

- you must have entered into a contract to buy a new home on or after 14 October 2008 and on or before 30 June 2009 ► see 'What is a new home?' on the Application Guide.
- this contract must be for the first sale of the home.
- you must be the first occupant(s) of this home.
- you must provide proof, such as a statement from the vendor or other evidence, that the property meets the above eligibility criteria. Certified copy of original document must be provided.

Part B Contract to buy a new home (Continued)

I state that the eligibility criteria has or will be satisfied and the details are:

Contract date

Settlement date

Part C Owner builder

Eligibility criteria:

- you must have commenced building a new home on or after 14 October 2008 and on or before 30 June 2009 ► see 'What is a new home?' on the Application Guide.
- you must have completed construction within 18 months of the construction commencing.

I state that the eligibility criteria have been satisfied and the details are:

Construction commencement date*

(*Laying of foundations)
Construction completion date

NOTE: The construction completion date is the actual date construction of the home was completed. You cannot apply unless construction is completed.

Part D Off the plan

Eligibility criteria:

- you must have entered into a contract to buy a new home off the plan on or after 14 October 2008 and on or before 30 June 2009 ► see 'What is a new home?' on the Application Guide.
- the contract specified a completion date of on or before 31 December 2010.

I state that the eligibility criteria have been satisfied and the details are:

Contract date

Completion date

NOTE: The completion date is the completion date stated in the contract. If not stated in the contract, you cannot apply unless the contract is completed on or before 31 December 2010.

Declaration

I declare that the information provided in this Addendum is to my knowledge true and correct.

I understand that this Addendum forms part of my application for the First Home Owner Grant.

I understand that I must have proof that the above information is correct and must provide evidence of such proof if requested.

I declare that the contract referred to in this application does not replace a contract made before 14 October 2008 which was for the purchase of the same home or to build the same or a substantially similar home.

I undertake to notify the Commissioner of State Revenue if any of the eligibility criteria, as declared in this application, are not met. I accept that if the conditions are not met, I may not be entitled to receive or retain the Boost payment.

Applicant 1

Full name

Signature

Date

Witness*

Full name

Signature

Applicant 2*

Full name

Signature

Date

*If applicable

Witness*

Full name

Signature

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

APPROVED AGENT AND SRO USE ONLY

Name of person sighting the documentation above

Signature Date