



WHEN COMPLETING THIS FORM

- Print clearly, using a black or dark blue pen only.
- Use BLOCK LETTERS and print one character in each box.
- Place X in all applicable boxes.
- Answer all relevant questions, otherwise we may need to contact you for further information.
- Make sure you sign the authority and declaration at the end of this form.

S M I T H S T

If you hold a card issued by Centrelink or the Department of Veterans' Affairs, use this form to apply for a concession on your household water, sewerage, energy and/or Cost of Living Concession for your principal place of residence. Alternatively, apply using the online application form at www.sa.gov.au/concessions To apply for a concession on your Emergency Services Levy (fixed property) use **Form APC F008**. If you reside in a Residential Park and wish to apply for concessions use **Form APC F020**.

SECTION A About you (the Applicant)
(Enter your details exactly as they appear on your Centrelink or Veterans' Affairs card)

Title Mr Ms Mrs Miss Dr Other

Surname

First name

Middle name(s)

Date of birth / /

Residential address

Address line 1

Address line 2

Suburb

Postcode

Postal address (if different from above)

Address line 1

Address line 2

Suburb

Postcode

Telephone Home Mobile

Email address

Do you identify as an Aboriginal person and/or a Torres Strait Islander person? Yes No

Preferred contact method Email Phone Post



SECTION B Your living arrangements

- Q1** When did you first occupy the property you are living in (or approximate date if more than two years ago)? / /
- Q2** Do you own or part-own the property you are living in? Yes No
- Q3** Do you rent the property you are living in, i.e. through a tenancy agreement or lease arrangement? Yes No
- Q4** Is there anyone living with you at your residential address who is not your spouse, dependant ^a or domestic partner ^b? *If yes, go to Q5 If no, go to Q7* Yes No
- Q5** If yes to Q4, do they receive a benefit or pension from Centrelink or the Department of Veterans' Affairs (DVA)? *If yes, go to Q7 If no, go to Q6* Yes No
- Q6** If no to Q5, do they have an income of more than \$3,000 per year? Yes No
- Q7** If you are not a homeowner or private tenant indicate if you are a resident of any of the following:
 A Housing SA property A Community Housing property *Go to Q8*
 An approved resident funded retirement complex – under the *Retirement Villages Act 2016 Go to Q9*
- Q8** If you live in a Community Housing property provide the name of the Community Housing Provider.
- Q9** If you live in a retirement complex provide the name of the complex.
- Q10** If you share ownership of your home with others, or if you are renting and there are other tenants listed on your tenancy agreement (including spouse/domestic partner), provide their details below:
Other Owner/Tenant 1
Surname
Given names
Relationship to you
Date of birth / / Do they live with you in the same property? Yes No
Their % interest in the property *If you share ownership or have a tenancy agreement with more than one other person, write their details on a separate piece of paper and attach it to your application*
- Q11** If you are a homeowner, what is the ten digit Valuer-General number or valuation number (located on your council rates notice) for the residential address you provided?
If you are a homeowner in a retirement village, attach a copy of your contract with your application

Notes:

^a "Dependants" includes children under the age of 16 years and full-time students between 16-24 years who attend school, college or university and children between 16-18 years in receipt of Youth Allowance, Sickness Allowance or Special Benefit.

^b "Domestic partner" includes opposite sex de facto relationships, same sex de facto relationships and those who live together as close companions or life partners.



SECTION C Information required for the Cost of Living Concession

Eligibility for the Cost of Living Concession is assessed at 1 July each financial year

Q12 Is the property you were living in on 1 July the same as where you are living now? Yes No
If yes, go to Section D If no, provide the address of the property you were living in on 1 July

Address line 1

Address line 2

Suburb

Postcode

Q13 Did you own or part-own the property you were living in on 1 July? Yes No

Q14 If you were a homeowner on 1 July, what is the ten digit Valuer-General number or valuation number (located on your council rates notice) for the residential address you provided?

If you were a homeowner in a retirement village or residential park and do not have a Valuer-General number, attach a copy of your contract or site agreement if you have not already provided one for this address

Q15 Did you rent the property you were living in on 1 July? Yes No
*If yes, attach a copy of your tenancy agreement if you have not already provided one for this address
Note: your name must be listed on your tenancy agreement*

Q16 Were you a Housing SA tenant on 1 July? Yes No
If yes, you do not need to provide a copy of your tenancy agreement

Q17 If you were a tenant on 1 July was there anyone living with you at your residential address who is not your spouse, domestic partner or dependant? Yes No
If yes, go to Q18 If no, go to Section D

Q18 If yes to Q17 did they receive a benefit or pension from Centrelink or the Department of Veterans' Affairs? Yes No
If yes, go to Section D If no, go to Q19

Q19 If no to Q18, did they have an income of more than \$3,000 per year? Yes No

SECTION D Your income details

Q20 Do you receive a payment from Centrelink or the Department of Veterans' Affairs (DVA)? Yes No

Q21 Enter your Centrelink Reference Number (CRN) or DVA pension number (file number on DVA Gold Card).

CRN DVA

Q22 Do you hold a Commonwealth Seniors Health Card? Yes No
If yes attach, or scan and email, a copy of both sides of your card

Q23 Do you hold a Commonwealth Low Income Health Care Card? Yes No
If yes attach, or scan and email, a copy of both sides of your card

If you are on a low income and do not receive an eligible Centrelink payment or hold either a Commonwealth Seniors Health Card or Low Income Health Care Card, you may be eligible for concessions if you meet the low-income provisions. Visit www.sa.gov.au/concessions to view the income limits. If you think you might qualify as a low income applicant, telephone the ConcessionsSA Hotline on 1800 307 758.



SECTION E Information required for an energy concession

- Q24** Is there an electricity meter in your home, i.e. is your home individually metered for electricity use? Yes No
- Q25** Do you have an electricity account **in your name** (with your name first on the bill) from an energy retailer such as AGL, Origin or Simply Energy (the name of the account holder on your electricity account must be the same as the name on your Centrelink concession card)? Yes No
If yes, attach a copy of all pages of your most recent electricity bill If no, go to Q26
- Q26** If no to Q25, do you receive a bill for your energy usage from the operator of the retirement village or complex in which you live? Yes No
If yes, attach a copy of the most recent electricity bill you have received from the operator If no, go to Q27
- Q27** If no to Q26, how do you pay for your energy?
 Generate own energy Use LPG
 Other – specify
- Provide invoices and/or receipts for your energy costs*

Note: If you change your energy retailer or home address contact the ConcessionsSA Hotline on 1800 307 758.

SECTION F Information required for water and sewerage concessions

Note: If you are a Housing SA tenant proceed to Section G

- Q28** Do you receive an account for your water use from SA Water? Yes No
- Q29** If yes to Q28, what is your SA Water account number (as it appears in the top right hand corner of the account)?
- Q30** Does your council rates notice include a charge to remove effluent from your property, i.e. charges incurred from a Community Wastewater Management System (CWMS)? Yes No
If yes, attach a copy of your council rates notice showing the CWMS charge
- Q31** If you are renting your accommodation, does your landlord pass on the full cost of all water usage and/or supply charge as part of your rental agreement? Yes No
If yes, attach a copy of your tenancy agreement/lease if you have not provided one for this address for concessions before
- Q32** If yes to Q31, do you receive a bill for all your water usage and/or supply charge from your landlord? Yes No
If yes, attach a copy of your most recent water bill
- Q33** If none of Section F applies to you, how are you billed for your water usage?
- Attach a copy of your most recent water bill*

SECTION G Your banking details

Note: You must provide your electronic funds transfer (EFT) banking details to receive certain concessions. Contact your bank or credit union if you are unsure of your banking details

Name of your bank or credit union

BSB number

-

Account number

(6 digits)

(maximum 9 digits)

Account holder's name

The Department of Human Services (DHS) undertakes not to use your banking details for any purpose other than paying concessions for which you are eligible. DHS will not disclose your banking details to, or share them with, any person or organisation other than those who are directly involved in processing concession payments to your account.





SECTION H Attachments

For assessment of your application, you must attach the relevant supporting documents listed below

Private tenants – a copy of your residential tenancy agreement or lease arrangement showing your name, if you have not already provided one for this address

If you live in a retirement village – a copy of your contract or residential tenancy agreement, if you have not already provided one for this address

If you live in a Community Housing property – a copy of your tenancy agreement, if you have not already provided one for this address

If you hold a Low Income Health Care Card – a copy of both sides of your card

If you hold a Commonwealth Seniors Health Card – a copy of both sides of your card

Energy

For an energy concession – a copy of all pages of your most recent electricity bill

If you generate your own energy – copies of receipts for ongoing energy costs such as LPG receipts

Sewerage

For a Community Wastewater Management System (CWMS) sewerage concession – a copy of your council rates notice showing your CWMS charges

Water

For a private tenant water concession – a copy of your residential tenancy agreement which states that you are responsible for the full cost of all water usage and/or supply charge if you have not already provided one for this address

For a private tenant water concession – a copy of your most recent water bill

If you are supplied water from your council or a private water service – a copy of your latest water bill showing the water charges

Note: For private tenants or council supplied water or privately supplied water – you may be eligible for more than the minimum water concession. For DHS to calculate your full, annual water concession you must provide copies of all of your annual water bills, each financial year

Cost of Living Concession

Tenants – a copy of your residential tenancy agreement, showing your name, if you have not already provided one for this address.

If you lived in a retirement village – a copy of your contract or residential tenancy agreement, if you have not already provided one for this address

If you lived in a residential park – a copy of your site agreement or your tenancy agreement, if you have not already provided one for this address

Note:

1. If you are a Housing SA tenant, you do not need to provide a copy of your residential tenancy agreement.
2. Applications for the Cost of Living Concession will be assessed between 1 July and 31 October of the year for which the application is being made.



SECTION I**Authority and declaration****(Ensure you read and fully complete both sections below)**I **authorise:**

(write applicant's name)

- The South Australian Government Department of Human Services (SA DHS) to use Centrelink Confirmation eServices to perform a Centrelink enquiry of my customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service.
- The Australian Government Department of Human Services to provide the results of that enquiry to SA DHS.
- SA DHS and the providers of the relevant services, both past and present, to access and exchange information required to confirm my eligibility for the concession I have applied for.

I understand that:

- The Australian Government Department of Human Services will disclose personal information to SA DHS including my name/address/concession card status/payment type/payment status to confirm my eligibility for relevant concessions, rebates or services.
- This consent, once given, remains valid while I am a customer of SA DHS unless I withdraw it by contacting SA DHS or the Australian Government Department of Human Services.
- I can get proof of my circumstances/details from the Australian Government Department of Human Services and provide it to SA DHS so that my eligibility for relevant concessions, rebates or services can be determined.
- If I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the concessions, rebates or services provided by SA DHS.

Your signature**Date** / / **I declare that:**

- The details I have provided on this form are true and correct, and I agree to indemnify the South Australian Government Department of Human Services (SA DHS) against any loss or damage if the details provided are incorrect.
- I will notify SA DHS immediately if the information I have provided in this application changes OR to revoke this authority.
- I understand that it is an offence against section 140 of the *Criminal Law Consolidation Act 1935* to give misleading information on this document with the intention of deceiving SA DHS so as to receive a benefit.
- SA DHS may use information I have provided to check whether I am currently in receipt of, or may be eligible for, other South Australian concessions. If SA DHS determines that I may be eligible for other South Australian concessions, SA DHS can use information I have provided to contact me about my potential eligibility for other South Australian concessions.

Your signature**Date** / / **Have you:** completed all relevant sections of the form? attached relevant documents requested? provided your EFT banking details? signed the two authority and declaration statements?**Submit your application****BY POST** (no postage stamp required) to:ConcessionsSA
Reply Paid 292
ADELAIDE SA 5001**BY EMAIL**

concessions@sa.gov.au

For more information**Contact the ConcessionsSA Hotline on 1800 307 758****Email: concessions@sa.gov.au****Visit the website: www.sa.gov.au/concessions****A text telephone service is available for the hearing impaired by contacting TTY (08) 8226 6789**

Can we communicate with you on other issues, such as other government programs and services other than concessions?

Yes No 