

APPLICATION FOR COVID-19 RENT RELIEF FOR TENANTS OF COUNCIL PROPERTIES

WHEN YOU CAN APPLY FOR RENT RELIEF ASSISTANCE

If you are a tenant of a Council owned property and you suffering from financial hardship because of the COVID-19 crisis, you may able to get assistance from Council. Please refer to Council's COVID-19 Rent Relief Guidelines for Tenants of Council Properties (available at www.gcc.tas.gov.au) for information about the types of assistance that are available.

YOUR CURRENT CIRCUMSTANCES

I am a:

grassroots community or sporting club that pays rent to Council

(STOP: If this is you, your rent has automatically been waived from 1 July 2020 to 30 June 2021. Please contact Council on 6216 6800 if you have received an invoice for rent payable during this period. Otherwise, you don't need to do anything else)

tenant of a Council owned property who pays commercial rent to Council

I would like to apply for:

a partial waiver and partial deferral of some of my rent, or

a full deferral of all or some of my rental instalments for an agreed period.

(Please refer to our COVID-19 Rent Relief Guidelines for Tenants of Council Properties if you are not sure)

Tell us about why you are applying for rental assistance. You will need to show that your current financial situation has been caused by the COVID-19 pandemic. If you don't think either of the above types of relief are adequate for your circumstances, you can propose another type of arrangement by giving the details below.

If you need to, you can answer this section on another page and attach it to your application.

YOUR DETAILS

Tenant details:

Name of tenant (on lease/rental agreement) _____

Address of the property _____

Property ID _____

(You can find this on your rates notice)

Details of key contact person:

Name _____

Best phone number/s _____

Email address _____

EVIDENCE OF YOUR SITUATION

To help us assess your application, you will need to provide us with evidence that shows you are suffering from financial hardship. Please include one or more of the following (and tick the box next to what you have provided):

- letters and supporting financial statements from the tenant's accountant demonstrating a loss in turnover or other financial stress
- bank statements which show the applicant is experiencing financial stress
- evidence that the tenant qualifies for Federal Government assistance in response to COVID-19
- other documentation demonstrating that the applicant is experiencing financial hardship.

(Please provide details below)

MAKING PAYMENTS TOWARDS YOUR RENT

NOTE: You don't have to complete this section, but any information you can provide will assist us greatly when we are assessing your application.

We understand that this is a very difficult time and you may not be able to pay right now.

However, if you can start making payments of your deferred rent:

How long would suit you to repay the full amount (assuming you paid in regular instalments)?

When could you start making payments (provide a date)?

How often would you like to make payments?

Fortnightly Other

Monthly

How much would you like to pay in each instalment? _____

WHAT TO DO NEXT:

Please email your application and evidence to us at gccmail@gcc.tas.gov.au with Rent Relief Application as the subject. This will help us identify your application and get to it more quickly.

You can also post your application and documentary evidence to **Glenorchy City Council, Attention Customer Service, Rent Relief Application, PO Box 103, GLENORCHY, 7010.**

Once we get your application, we will contact you as soon as we can to confirm that we have received it and give you more information about when a decision will be made.

DECLARATION AND SIGNATURE

I confirm that the information provided within this Application for Rent Relief is accurate and there have been no misrepresentations or omissions of fact that would otherwise influence the review and decision of Glenorchy City Council.

Signature _____

Name _____ Date _____

PRIVACY NOTICE:

Council collects personal information to carry out its operations as a Tasmanian Local Government. This personal information may be used for other purposes permitted by law. The information may be shared with contractors and agents of the Council for this purpose, law enforcement agencies, courts and other organisations.

You do not have to provide your personal information but if full information is not provided the Council may be unable to action your application or request.

You can find out more about how the Council manages personal information and how you can request access or corrections to it in the Council's Privacy Policy available on the Council website or on request.