

## Housing Appeals Mechanism Request

## Filling in this form

- · Use black or blue pen
- Print in BLOCK LETTERS
- Attach any relevant information to this form

This Form should be completed when appealing a decision made by the Housing Authority which operates within the Department of Communities.

Some matters cannot be appealed, for example, market rent values and rent subsidy percentage rates which apply to all tenants.

Water consumption charges are not determined by the Housing Authority and cannot be appealed through this process. Please contact your Housing Services Officer to request an investigation into your water consumption charges.

More information about the appeals process (including what decisions can and cannot be appealed) is contained in the Appeals Process brochure.

Personal Details	Postal Address (if different to previous) Street Number
Mr Mrs Miss Ms Other	Street Number
Surname	Street Name
First name	Suburb / Town
Second name	State
Date of birth  D D M M Y Y Y Y	Postcode
Gender Male Female	Phone 1
X (indeterminate, intersex or unspecified)	Phone 2
Contact Address	
Street Number	Email
Street Name	
Suburb / Town	Advocate/Support Agency
	Is an advocate or other support person helping you with
State	this appeal?  Yes No
Postcode	If yes, please provide the following details
	Advocate's Name
	Agency

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Street Name  Suburb / Town  State  Postcode  Phone 1  Phone 2  Email  Do you give your advocate permission to act for you and inspect Housing Authority documents?  Yes No  Cultural Diversity  Are you of Aboriginal or Torres Strait Islander origin?  Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Street Number
Phone 1  Phone 2  Email  Do you give your advocate permission to act for you and inspect Housing Authority documents?  Yes No  Cultural Diversity  Are you of Aboriginal or Torres Strait Islander origin? Aboriginal Torres Strait Islander Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Street Name
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Phone 2  Email  Do you give your advocate permission to act for you and inspect Housing Authority documents?  Yes No  Cultural Diversity  Are you of Aboriginal or Torres Strait Islander origin?  Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Postcode
Email  Do you give your advocate permission to act for you and inspect Housing Authority documents?  Yes No  Cultural Diversity  Are you of Aboriginal or Torres Strait Islander origin?  Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Phone 1
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Are you of Aboriginal or Torres Strait Islander origin?  Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Email
Are you of Aboriginal or Torres Strait Islander origin?  Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	
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Aboriginal Torres Strait Islander  Both No  Are you of non-English speaking background?  Yes No  Do you need the Housing Authority to provide an interpreter?	Cultural Diversity
Yes No Do you need the Housing Authority to provide an interpreter?	Aboriginal Torres Strait Islander
Yes No	
If yes, for what language?	If yes, for what language?

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Why do you think this decision is wrong?  Note: It is important that you provide as much information as	Have you discussed this with the Housing Authority officer who made the original decision?
possible to support your appeal. Please attach copies of any	Yes No
supporting documents to this Form.	If eligible, your appeal will be reviewed by a senior Housing Authority officer before being referred to the Regional Appeals Committee. The Committee has two independent community members and one senior Housing Authority officer. All people reviewing your appeal will not have previously been involved in the original decision making process.
	If your appeal is referred to the Regional Appeals Committee the hearing will be held at a Housing office. The Housing Authority recommends you bring an advocate or support person with you.
	Signed (applicant)
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	Date D D M M Y Y Y Y
	Signed (advocate)
	Signed (advocate)
	Date
	D D M M Y Y Y Y

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Appeal Agains	t Tenant Liability Charges		
Tenant liability item number	Tenant liability description	Tenant liability charge \$	Why do you think this decision is wrong?

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