



## **The National Rental Affordability Scheme Tenant Consent Form**

The National Rental Affordability Scheme ('NRAS' or 'the Scheme') seeks to address the shortage of affordable rental accommodation by offering a National Rental Incentive (the 'Incentive') to providers of new rental dwellings. The Incentive is offered on the condition that dwellings are rented to eligible low and moderate income households at a rate at least 20 per cent below market rates. By requiring a reduction on market rent of at least 20 per cent, the Scheme substantially improves dwelling affordability for tenants.

### **Tenant Consent Information**

**You are required to provide this document to prospective tenants. Each prospective tenant who is an adult must sign the Tenant Consent Form prior to entering into any lease or rental agreement for an NRAS property.**

#### **Why information is collected?**

The Australian Government, as represented by the Department, gives your housing provider funding to offer affordable rental accommodation to eligible tenants.

Information about you, and your household, is collected by your housing provider for the Department to ensure your eligibility to rent a property under the National Rental Affordability Scheme, and to assist the Australian Government to find out who is accessing its services.

The more the Department can learn about who your housing provider rents their accommodation to, will better assist the Australian Government to direct resources to areas of need and improve its services.

#### **What information is collected?**

The information listed below is collected from you by your housing provider. By signing this form you are giving permission for your housing provider to give the following information to the Department:

- the length of your lease;
- the number of occupants in your dwelling;
- the ages of occupants;
- the composition of the household;
- sources and details of income earned; and
- occupation details.

The following questions are optional and will not affect your tenancy. If you do answer, the information will help us to continue to improve Australian Government services.

- whether you or anyone in the household identifies as being of Aboriginal or Torres Strait Islander descent; and
- whether you or anyone in the household identifies as a person with a disability.

You can ask your housing provider to give you a copy of the information that they have provided to the Department.

#### **Protection of information**

Your housing provider and the Department are required, to observe strict privacy rules which are contained in the Privacy Act 1988 (Cth). This means that they must:

- tell you why they need to collect your information (i.e. to enable the Department to assess your eligibility to lease an NRAS property and to provide additional information for assessing the rental programme);
- tell you what will happen to your information and who it will be given to (e.g. the Department and any other parties the Department determines appropriate to achieve the objectives listed above);
- store the information securely;
- only use the information for the purpose it was obtained; and
- only pass your information to other parties when the law allows, or we are directed to do so.

The information that is provided to the Department is stored in a secure manner.



# Australian Government

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## Department of Social Services

The Department sometimes provides information about people who are accessing Australian Government funded services to other Government departments and researchers. When this happens, only limited information is made available, and the Department removes all details that could identify you, e.g. your name. This is so no one will be able to identify the information as belonging to you.

The other Government departments and researchers who are given access to the information must also observe the Information Privacy Principles when handling the information. The Australian Privacy Commissioner can investigate allegations of improper collection, use and disclosure of personal information by government departments.

For more information about how the Department handles personal information please see the Department's privacy policy at <https://www.dss.gov.au/privacy-policy>. The privacy policy contains information about how an individual can seek access to or correction of personal information held by the Department. The policy also provides information about how an individual can make a privacy complaint.

### **Obligations of your housing provider**

Your housing provider must verify that the gross annual income (income from all sources before tax is applied) of all occupants that reside in an NRAS property are within the household eligibility thresholds for your household type. The initial verification must be conducted prior to entering into the lease or rental agreement, and should be reviewed annually.

Please note that you will cease to be an eligible tenant if the household's combined gross annual income exceeds the income threshold for your household by 25% or more in two consecutive eligibility years.

Your housing provider must ensure that they comply at all times with the landlord, tenancy, building and health and safety laws of the State or Territory and local government area in which the dwelling is located.

Your housing provider must provide an NRAS approved rental property at a rate of at least 20% below the assessed market rent of the property.

Your housing provider may only review the rent charged for your property upon entering a new lease or for an existing lease, no more often than at 12 monthly intervals from the date of entering the lease.

Reviews of the amount of rent charged must:

- be based on information, about the location, type and amenity of the approved rental dwelling; and
- be supported by publicly available data about comparative rental rates in the locale of the dwelling, other than data relating to other dwellings owned or associated with the your housing provider (except in years one, four, and seven where a formal independent written market rent valuation must be obtained).

Your housing provider must keep and maintain all records used to verify your eligibility to lease an NRAS dwelling, methodology for determining market rent value and rent charged, and information and details specifically requested by the Department for five years.



**Dwelling Id:**

## Tenant Consent Form

### Tenant Consent

The personal information you are asked to provide by your housing provider is collected to enable them to determine your eligibility to lease a property under the National Rental Affordability Scheme and to assist the Australian Government to find out more information as to who is accessing its services. Your housing provider will be required to provide your personal information to the Department and they may be required, from time to time, to pass some or all of your personal information to other government departments and researchers.

**I** (name of tenant)

**Of** (address)

  


hereby give consent for my housing provider to disclose on my behalf to the Australian Government, or to other government departments and researchers as directed by the Australian Government, some or all of my personal information. I acknowledge that the disclosure of some or all of my personal information to the Australian Government and its use will occur for the purpose of assisting the Australian Government to conduct research and report its performance under the National Rental Affordability Scheme.

Tenant's signature



Your consent form will be retained by your tenancy manager and may be sighted by the Australian Government to verify eligibility to lease a property under the National Rental Affordability Scheme.



## Housing Provider

### Compliance with Information Privacy Principle 2

I (name of  
Authorising officer)

Of (housing provider)

have explained to the tenant, and I believe the tenant to understand that:

- personal information the tenant has been asked to provide is collected for the purpose of determining access to and delivery of affordable rental accommodation under the National Rental Affordability Scheme; and
- as the housing provider I will be required, from time to time, to pass some or all of the tenant's personal information to the Australian Government, and may also be required to provide some or all of that information to other government departments and researchers as directed by the Australian Government.

Authorising Officer Signature



**Australian Government**  
**Department of Social Services**

Lease

1. Dwelling ID number

2. Start and End Date of Current Lease

From

To

3. Vacancy/Unavailability period (optional)

From

To

4. New Leases dates

From

To

Or Ongoing

5. What date do changes to this TDA start from?

From

To

The most recent market rent for the dwelling including CPI where applicable

\$

The last rent charged for this dwelling was

\$

What is the current rent being charged?\*

\$

Method of Valuation

<input type="checkbox"/>	Independent Valuation
<input type="checkbox"/>	Desktop Valuation
<input type="checkbox"/>	NRAS Index

6. What are the ages of all tenants in your household? (Please Circle As Many As Applies)

Age

<<--Number of household residents-->

a) 0- 4	1	2	3	4	5	6	7	8	9	10+
b) 5 - 17	1	2	3	4	5	6	7	8	9	10+
c) 18 – 54	1	2	3	4	5	6	7	8	9	10+
d) 55 & Over	1	2	3	4	5	6	7	8	9	10+

7. What was the gross annual household income before tax for the 12 months prior entry into this dwelling?\*

\$

Currently, what is the household annual income before tax?\*

\$

Rent

Age

\* denotes mandatory question



**8. What is the main source of income for each tenant in the household (please circle)**

<<--Number of household residents-->>

- |                                       |   |   |   |   |   |   |   |   |   |     |
|---------------------------------------|---|---|---|---|---|---|---|---|---|-----|
| a) Wages/Salaries (Private Sector)    | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| b) Wages/Salaries (Public Sector)     | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| c) Wages/Salaries (Community Sector)  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| d) Government Pensions and Allowances | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| e) Self Employed                      | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| f) Superannuation or annuity          | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| g) Other Sources                      | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |

**9. How many tenants are currently studying or training?**

<<--Number of household residents-->>

- |   |   |   |   |   |   |   |   |   |   |     |
|---|---|---|---|---|---|---|---|---|---|-----|
| a) Apprentices or Traineeships                            | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| b) Primary or Secondary Students                          | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| c) Tertiary students<br>(university or technical college) | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |

**10. How many tenants receive Commonwealth rental assistance?**

<<--Number of household residents-->>  
1 2 3 4 5 6 7 8 9 10+

**11. What are the tenants main occupation? (please circle one only for each tenant).**

**a) Managers**

<<--Number of household residents-->>

- |  |   |   |   |   |   |   |   |   |   |     |
|--|---|---|---|---|---|---|---|---|---|-----|
| Chief Executives, General Managers & Legislators | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Farmers, Farm Managers                           | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Hospitality, Retail and Service Managers         | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Specialist Managers                              | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |

**b) Professionals**

- |  |   |   |   |   |   |   |   |   |   |     |
|--|---|---|---|---|---|---|---|---|---|-----|
| Arts and Media   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Business, Human Resources & Marketing Professionals    | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Childcare Worker                                       | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Design, Engineering, Science & Transport Professionals | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Education Professionals                                | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Health Professionals                                   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| ICT Professionals                                      | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Legal, social & Welfare Professionals                  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Nurse  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |
| Teacher  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10+ |



**c) Technicians and Trades Workers**

Automotive and Engineering Trades Workers	1	2	3	4	5	6	7	8	9	10+
Construction Trades Workers	1	2	3	4	5	6	7	8	9	10+
Electrotechnology & Telecommunications Trades Workers	1	2	3	4	5	6	7	8	9	10+
Engineering, ICT & Science Technicians	1	2	3	4	5	6	7	8	9	10+
Food Trades Workers	1	2	3	4	5	6	7	8	9	10+
Other Technicians and Trades workers	1	2	3	4	5	6	7	8	9	10+
Skilled Animal & Horticultural Workers	1	2	3	4	5	6	7	8	9	10+

**d) Community and Personal Service Workers**

Carers & Aides	1	2	3	4	5	6	7	8	9	10+
Firefighter	1	2	3	4	5	6	7	8	9	10+
Health & Welfare Support Workers	1	2	3	4	5	6	7	8	9	10+
Hospitality Workers	1	2	3	4	5	6	7	8	9	10+
Paramedic	1	2	3	4	5	6	7	8	9	10+
Police Officer	1	2	3	4	5	6	7	8	9	10+
Protective Service Workers	1	2	3	4	5	6	7	8	9	10+
Sports & Personal Service Workers	1	2	3	4	5	6	7	8	9	10+

**e) Clerical and Administrative Workers**

Clerical & Office Support Workers	1	2	3	4	5	6	7	8	9	10+
General Clerical Workers	1	2	3	4	5	6	7	8	9	10+
Inquiry Clerks & Receptionists	1	2	3	4	5	6	7	8	9	10+
Numerical Clerks	1	2	3	4	5	6	7	8	9	10+
Office Managers & Program Administrators	1	2	3	4	5	6	7	8	9	10+
Other Clerical & Administrative Workers	1	2	3	4	5	6	7	8	9	10+
Personal Assistants & Secretaries	1	2	3	4	5	6	7	8	9	10+

**f) Sales Workers**

Sales Assistants & Salespersons	1	2	3	4	5	6	7	8	9	10+
Sales Representative & Agents	1	2	3	4	5	6	7	8	9	10+
Sales Support Workers	1	2	3	4	5	6	7	8	9	10+

**g) Machinery Operators and Drivers**

Machinery & Stationary Plant Operators	1	2	3	4	5	6	7	8	9	10+
Mobile Plant Operators	1	2	3	4	5	6	7	8	9	10+
Road and Rail Drivers	1	2	3	4	5	6	7	8	9	10+
Storepersons	1	2	3	4	5	6	7	8	9	10+



Study / Work

Household

Household

**h) Labourers**

Cleaners & Laundry Workers	1	2	3	4	5	6	7	8	9	10+
Construction & Mining Labourers	1	2	3	4	5	6	7	8	9	10+
Factory Process Workers	1	2	3	4	5	6	7	8	9	10+
Farm, Forestry & Garden Workers	1	2	3	4	5	6	7	8	9	10+
Food Preparation Assistants	1	2	3	4	5	6	7	8	9	10+
Other Labourers	1	2	3	4	5	6	7	8	9	10+

**i) Other**

Other	1	2	3	4	5	6	7	8	9	10+
Retired	1	2	3	4	5	6	7	8	9	10+
Unemployed	1	2	3	4	5	6	7	8	9	10+

<b>12. How many couples in the household?</b>	0	1	2	3	4	5	6	7	8	9	10+
<b>13. How many sole parents in the household?*</b>	0	1	2	3	4	5	6	7	8	9	10+
<b>14. How many independent minors in the household? *</b>	0	1	2	3	4	5	6	7	8	9	10+
<b>15. How many tenants in the household identify as being of Aboriginal and Torres Strait Island descent?</b>	0	1	2	3	4	5	6	7	8	9	10+
<b>16. How many tenants in the household identify as having a disability?</b>	0	1	2	3	4	5	6	7	8	9	10+

**17. Prior to this lease, what were the living arrangements of all household tenants? (please circle as many as applies)**

<<--Number of household residents-->>

<b>a) Home being purchased</b>	1	2	3	4	5	6	7	8	9	10+
<b>b) Home fully owned</b>	1	2	3	4	5	6	7	8	9	10+
<b>c) Homeless</b>	1	2	3	4	5	6	7	8	9	10+
<b>d) Living with Family or Friends</b>	1	2	3	4	5	6	7	8	9	10+
<b>e) Other</b>	1	2	3	4	5	6	7	8	9	10+