



## CONDITIONS AND ELIGIBILITY FOR HOUSING

### Winnam Aboriginal & Torres Strait Islanders Corporation ("Winnam")

***Please read these conditions and eligibility criteria carefully. When applying for housing with this organisation you are agreeing to abide by the following conditions:-***

1. You must be a current financial member of this organisation (currently \$4 per year). If your membership lapses because your annual membership fee has not been paid your name will be removed from the housing waiting list. Part of being accepted as a member will require you to provide an approved Confirmation of Aboriginality / Torres Strait Islander form.
2. You must remain a current financial member of this organisation during any tenancy that is offered to you. Failure to pay your annual membership fee may result in Winnam deciding not to renew your tenancy agreement on its expiry.
3. You must be resident in Winnam's catchment area - Wynnum/Manly South East Bayside area including Redland City, Tingalpa and Morningside to Carina – OR have a connection with the area including demonstrated family OR have other supports in the area. Other reasons for wanting to move to the area may be presented to the Board of Directors in writing for their determination of validity
4. Failure to respond to requests for updated information in relation to your housing application (within 14 days of the request being issued) will result in you becoming ineligible for housing. Winnam will make 2 attempts in writing to contact you before your name is removed from the housing waiting list. No further attempts will be made if your mail is returned to us as "not at this address".
5. If we do not have your current contact details you will be ineligible for housing and your name will be removed from the housing waiting list. Please keep us updated as to your current address and phone number.
6. Persons currently in **permanent** housing supplied by a housing organisation or agency (eg, Qld Department of Housing & Public Works, ATSI Housing, community housing) will not be eligible for housing with this organisation.
7. Tenancies are not transferable to any other person including family members or partners. When a house or accommodation becomes available it will be offered only to the person nominated on the application and that person must live in the property on a full-time basis and be the person responsible for all rent and other aspects of the tenancy lease. We do not permit sub-letting.
8. Persons moving outside the greater Brisbane area permanently, that is longer than six (6) months, are not eligible to remain on the waiting list.
9. Persons who own or have shares in houses, flats, units, investment properties, vacant land or any other real estate are not eligible to be on the waiting list.
10. Only one offer of a house or other accommodation will be made. Prior to an offer being made, Winnam will consider your Housing Application form information and ensure that the offer is appropriate, eg. Consideration will be given to the most appropriate size of housing, pets, preferred suburbs noted on your form. Should the offer be refused without reasons satisfactory to Winnam, or where the applicant cannot be contacted at the last advised address within three (3) days, the applicant's position on the waiting list will be forfeited.
11. Upon acceptance of an offer of accommodation, the applicant must tenant the house or unit within fourteen (14) days thereof.

12. Household income limits will apply.
13. **As part of your tenancy with our organisation, we anticipate that you will make an effort to participate in our organisation's activities, meetings and community events. We strongly encourage and warmly welcome your involvement in the ATSI community of which you are now a part of.**

**Once a formal offer of housing has been made, you will need to do the following:**

- (a) Supply two (2) references from previous landlords (not family) before the tenancy is granted to you. If you have not been a tenant in the past five (5) years then you will need to provide two suitable character references;
- (b) Sign an Information Release Authority which authorises Winnam to check the references that you have supplied. All references must be satisfactory to Winnam;
- (c) Sign a Declaration confirming that you do not own share in any housing, land or real estate. You will also need to sign an Authority allowing Winnam to undertake searches with the relevant authorities to verify this information;
- (d) Provide proof of your household income to establish your eligibility for housing;
- (e) Provide proof of current housing and rent payments (eg. Current tenancy agreement, rent receipts)

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**HOUSING APPLICATION FORM**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Email: \_\_\_\_\_

OTHER Contact Person and Phone: \_\_\_\_\_ Ph: \_\_\_\_\_

1. Are you of ABORIGINAL \_\_\_\_\_ or TORRES STRAIT ISLANDER \_\_\_\_\_ descent?  
(please tick)

2. Are you a current financial member of WINNAM? \_\_\_\_\_

*\* Note: If you do not pay the yearly membership fee (currently \$4.00) then you will be removed from our housing waiting list.*

3. Do you currently own a FULL or PART share in either a **house or land** in Australia?

YES \_\_\_\_\_ NO \_\_\_\_\_

*\* Note: You are not eligible for housing if you own/part own a house/flat/unit or other form of accommodation*

4. Please list all other household members (including applicant):

No.	NAME	DATE OF BIRTH	SEX M/F?	RELATIONSHIP TO APPLICANT (eg. Defacto / Spouse / Child)
1				APPLICANT
2				
3				
4				
5				
6				
7				

5. How long have you been at the above address? \_\_\_\_\_
6. How long have you lived in the WYNNUM / REDLANDS area? \_\_\_\_\_
7. What is your current accommodation? Rent house \_\_\_\_\_ Rent flat \_\_\_\_\_ Board \_\_\_\_\_
8. Other (please give details - eg. Caravan, hostel, emergency house) \_\_\_\_\_
9. LANDLORD's Name (the person who you pay rent or board to) \_\_\_\_\_
11. How much RENT do you currently pay per **week**? \_\_\_\_\_
12. Number of PEOPLE currently living where you are \_\_\_\_\_  
Number of BEDROOMS where you live \_\_\_\_\_
13. Have you experienced difficulties in obtaining housing? YES \_\_\_\_\_ (give details below) NO \_\_\_\_\_
14. Types of difficulties? Rental Problem \_\_\_\_\_ Unable to get Bond \_\_\_\_\_  
Other (please provide details) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. Are you registered with any other Housing Agencies? NO \_\_\_\_\_ YES \_\_\_\_\_  
If Yes, how long \_\_\_\_\_
16. Please provide details of ALL Housing Agencies that you are registered with  
(eg. Qld Dept Housing, Black Housing, Mangrove Housing)  
\_\_\_\_\_
17. Are you prepared to accept housing from us anywhere in our district, that is, from Wynnum / Tingalpa area to Redland Bay / Cleveland area?  
Yes \_\_\_\_\_ No \_\_\_\_\_ (If you answered no, please provide details) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
18. Name the area / suburb where you would prefer to live \_\_\_\_\_

19. List all pets that would be housed with you: (Number of pets + type of animal + whether registered)

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20. Please indicate which yearly INCOME bracket applies to you and/or combined income of the household. This must include **all income from your household for the last financial year**. Note that if you are offered housing you will be asked to provide proof of income such as tax return, pay slips etc.

(\$0 to \$10,000)\_\_\_\_ (\$10,001 to \$20,000)\_\_\_\_ (\$20,001 to \$30,000)\_\_\_\_  
(\$30,001 to \$40,000)\_\_\_\_ (\$40,001 to \$50,000)\_\_\_\_ ( \$50,000 to \$60,000)\_\_\_\_  
(\$60,000 to \$70,000) \_\_\_\_\_ over \$70,000 \_\_\_\_\_

**\*\* Please read the attached CONDITIONS & ELIGIBILITY FOR HOUSING before returning this form \*\***

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

**RETURN TO: WINNAM ABORIGINAL & TORRES STRAIT ISLANDERS CORPORATION  
SHOP 2-3 / 124 FLORENCE STREET  
(PO BOX 201)  
WYNNUM QLD 4178**

Phone: 3396 3431  
Fax: 3396 3902

Email: [housing@winnam.org](mailto:housing@winnam.org)