



# Application for Tasmanian and Commonwealth HomeBuilder Grants

State Revenue Office

Department of Treasury and Finance

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## About the HomeBuilder grants and this form

Two HomeBuilder grants are available in the period 4 June to 31 December 2020 (inclusive), subject to applicants meeting the eligibility criteria:

- Tasmanian HomeBuilder Grant - \$20 000 available for new homes; and
- Commonwealth HomeBuilder Grant\* - \$25 000 available for either new homes or substantial renovations.

\*The Commonwealth HomeBuilder Grant is administered by the State Government, however funding is provided by the Commonwealth Government. Payment of the Commonwealth HomeBuilder Grant is subject to continuation of the relevant National Partnership Agreement between the Tasmanian and the Commonwealth Governments.

All owners of relevant property, or people who will be such owners on completion of the eligible transaction, must be listed as applicants for the Grant. An owner is any person who has a relevant interest in land on which a home is built.<sup>1</sup>

## Eligibility criteria

Eligibility criteria exist for applicants, the contract an applicant enters into, and the building or renovation of the applicant's home.

Before applying for either HomeBuilder Grant, you are strongly encouraged to read the [HomeBuilder Grants Guideline](#).

**Important:** The Tasmanian HomeBuilder Grant is not available if the First Home Owner Grant (FHOG) has been paid, or is payable, for the same transaction. However, applicants may be eligible for the Commonwealth HomeBuilder grant as well as the FHOG for the same transaction.

## What information is needed to complete and lodge this form?

The following evidence must be submitted with your application.

Eligibility criteria/purpose	Acceptable evidence
Applicant must be: <ul style="list-style-type: none"><li>• over the age of 18 (at date of entering the contract).</li><li>• an Australian citizen (at date of application).</li></ul>	Certified copy of one of the following: <ul style="list-style-type: none"><li>• Australian birth certificate issued by Registry of Births Deaths and Marriages; or</li><li>• Australian passport.</li></ul>
Identity - where an applicant has changed their name.	A copy of certificate of name change, deed poll or marriage certificate.

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<sup>1</sup> Relevant interest is further defined in section 7 of the [HomeBuilder Grants Act 2020](#).

Eligibility criteria/purpose	Acceptable evidence
<p>Income must be less than:</p> <ul style="list-style-type: none"> <li>• \$125 000 for single applicants; or</li> <li>• \$200 000 for joint applicants.</li> </ul>	<p>A certified copy of each applicant's Income Tax Notice of Assessment or Amended Assessment for either 2018-19 or 2019-20. For joint applicants, each applicant should supply a Notice for the same year.</p>
<p>For new build or off-the-plan dwellings, evidence is needed to prove:</p> <ul style="list-style-type: none"> <li>• Contract was entered into between 4 June 2020 and 31 December 2020 (inclusive).</li> <li>• Value of the transaction to be within relevant limits.</li> </ul>	<p>A copy of your contract to buy or build (including any secondary contract).</p> <p>If available, invoices for any construction materials, which are not covered under the contract (or secondary contract) to buy or build.</p> <p>Where a contract to buy or build does not include the purchase of land, the following must be provided (unless you would like the Commissioner to rely on the Government Valuation):</p> <ul style="list-style-type: none"> <li>• a copy of the land acquisition contract if the land was purchased less than 12 months before application date; or</li> <li>• a copy of the valuation undertaken by a bank or another independent source.</li> </ul>
<p>For substantial renovations, evidence is needed to prove:</p> <ul style="list-style-type: none"> <li>• Contract was entered into between 4 June 2020 and 31 December 2020 (inclusive).</li> <li>• Value of the transaction to be within relevant limits.</li> </ul>	<p>A copy of the contract (including any secondary contract) to renovate that should set out each aspect of the renovation.</p> <p>If available, invoices for any construction materials, which are not covered under the contract.</p> <p>A copy of a valuation from an independent source to confirm the land value of the land (including the home) at the contract date. Unless you would like the Commissioner to rely on the Government Valuation.</p>
<p>The builder must be licensed/registered on or before 4 June 2020.</p>	<p>A copy of the builder's valid licence/registration.</p>

**Important - do not supply original documents with your application as we cannot guarantee they can be returned to you.**

Where a certified copy of a document is requested you must supply a true copy of an original document that has been sighted by an acceptable person\* and noted as follows: **‘I certify that I have sighted the original document and this is a true copy of it’**. This certification must have the certifier’s Name, Title, Registration number (where applicable) and be signed and dated.

\*Examples of an acceptable person include a legal practitioner, justice of the peace (JP), commissioner for declarations, magistrate, notary public, police officer, dentist, pharmacist, certified practising accountant, member of parliament, medical practitioner, lending officer and public servants (with five years’ service).

## What other information will I need to provide after I have lodged my application?

The following evidence must be submitted as your home is built or renovated. The SRO will advise how and when to provide further information as your application progresses.

Eligibility criteria	Acceptable evidence
Commencement date to be: <ul style="list-style-type: none"> <li>• within 3 months of signing your contract to build or renovate; or</li> <li>• on or after 4 June 2020 for contracts to buy.</li> </ul>	<ul style="list-style-type: none"> <li>• For contracts to buy or for building of a home - copies of delivery dockets or invoices for concrete, or a statutory declaration from your builder*.</li> <li>• For contracts to renovate - a statutory declaration from your builder stating that commencement of actual work on the building has occurred.</li> </ul>
Completion date to be within 18 months of commencement (Tasmanian HomeBuilder Grant only)	A copy of the Certificate/Permit of Completion or Occupancy.
Residency requirements	The State Revenue Office conducts audits to ensure you have met the residency requirements. You must supply any information requested as part of an audit.

\*Note: if there are no foundations, you should contact the State Revenue Office to determine the date of commencement for your eligible transaction. You will be provided with advice of acceptable evidence of commencement at that time.

## Payment of the grants

The HomeBuilder Grant will be paid at the time specified below under “payment time”. However, in order to approve the payment the following evidence should be provided:

Transaction type	Payment time	Evidence required
Building your home with finance	First draw down of the loan	A letter from your financial institution: <ul style="list-style-type: none"> <li>• confirming they have approved finance for the transaction;</li> <li>• confirming the scheduled date for the first draw down of the loan;</li> <li>• attaching a copy of the builder’s invoice;</li> <li>• detailing the bank account details for your mortgage account; and</li> <li>• attaching a statutory declaration signed by all applicants stating that the base stage of building has been completed to your satisfaction.</li> </ul>
Building your new home without finance	Completion	A copy of the Certificate/Permit of Completion or Occupancy.
Buying your new home	Settlement	A letter from your financial institution: <ul style="list-style-type: none"> <li>• confirming they have approved finance for the transaction;</li> <li>• confirming the scheduled date for settlement;</li> <li>• detailing the bank account details for your mortgage account; and</li> <li>• attaching a copy of the unsigned draft transfer document.</li> </ul>
Substantial renovations	Once at least \$150 000 of the renovation contract has been paid	Copies of payment receipts demonstrating that at least \$150 000 of the renovation contract has been paid to the registered/licensed builder under the contract.

### Personal Information Protection Statement

Personal information is collected by the Commissioner of State Revenue and used for the purpose of administering the [HomeBuilder Grants Act 2020](#). You are required to provide this information under the relevant provisions of that Act.

Your personal information may only be disclosed in accordance with the provision of the [HomeBuilder Grants Act 2020](#), and will be managed in accordance with the [Personal Information Protection Act 2004](#). You may access your personal information on request to the Commissioner of State Revenue. A fee may be charged for this service.

# I. Applicant details

## Applicant 1 (Contact applicant)

## Applicant 2

Title

Mr  Mrs  Miss  Ms  Dr

Mr  Mrs  Miss  Ms  Dr

First name



Middle name(s)



Family name



Name on birth certificate  
(if different from above)

First name

Middle name(s)

Family name







**Note:** Evidence of Change of Name is required if lodging application directly with Service Tasmania or the SRO (eg. marriage certificate, change of name certificate, deed poll)

Date of birth

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Have you ever used any name other than the name(s) declared above?

Yes –  No  
list name(s) below

Yes –  No  
list name(s) below

  

  


Place of birth

State/Territory



Country



Occupation



Daytime telephone number



Email address

**Applicant 1 (Contact applicant)**

**Applicant 2**

Current residential address

Street no.	
Street name	
Suburb/Town	
State	Postcode

Street no.	
Street name	
Suburb/Town	
State	Postcode

Address for service of notices  
(if different from above)

Suburb/Town	
State	Postcode

Suburb/Town	
State	Postcode

**2. Property and transaction details**

**Grant applied for**

- Commonwealth HomeBuilder Grant - building or buying a new home
- Commonwealth HomeBuilder Grant - renovation grant
- Tasmanian HomeBuilder Grant (not available for substantial renovations or if the First Home Owner Grant has been paid, or is payable for the same transaction)

**Address and title details of the property**

Lot no. (only use lot no. if street no. is not allocated)		Unit/Street no.	
Street name			
Suburb/Town			
State		Postcode	
<b>Title Details:</b>	Volume/Folio		

## Payment details

**NOTE:**

If you are building a new home, receiving finance from a recognised financial institution and would like payment made on the first draw down of your loan do not complete the details below. Rather, on first draw down of your loan provide a letter from your financial institution:

- confirming they have approved finance for the transaction;
- confirming the first draw down of the loan has occurred; and
- detailing the bank account details for your mortgage account.

Name of financial institution and branch

Account name (e.g. John & Jan Citizen)

BSB number (must have 6 numbers)\*

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Account number (maximum of 9 numbers)\*

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**\* DO NOT include dashes or spaces**

### 3. Statutory Declaration and Authority

Please consider the following declaration before lodging your application. The State Revenue Office conducts regular compliance investigations. There may be penalties for providing false or misleading information.

1. I have attached all relevant documents in support of this application as detailed under the heading 'What information is needed to complete and lodge this form?' at the beginning of this form. I declare that all information presented in those documents is true and correct.
2. I declare that I have not previously received and retained a grant under the [HomeBuilder Grants Act 2020](#) or a Commonwealth HomeBuilder Grant in another State or Territory, either alone or together with any other person or persons.
3. The contract that forms the eligible transaction to which this application relates was made at arm's length and I am not a related person (as defined in the *HomeBuilder Grants Act 2020*) of the registered builder.
4. I am not an owner builder for the purposes of the eligible transaction.
5. In the case where the application is a joint application, I am either married to or in a significant relationship with the other applicant (as defined in the [Significant Relationships Act 2003](#)).
6. In the case where my eligible transaction is for a substantial renovation the:
  - a. property was my principal place of residence at the time I entered into the eligible transaction;
  - b. renovation either substantially alters the existing dwelling or all of the existing dwelling will be removed and replaced; and
  - c. renovation will improve the accessibility or safety or liveability of the home (or land by building a new home).
7. I will be residing in the home that is the subject of this application as my principal place of residence for a **continuous period of at least six months** commencing within 12 months of completion of the eligible transaction.
8. I declare that the contract referred to in this application does not replace an earlier contract entered into by the applicant before 4 June 2020 that is for the same home (or the same renovation) and is between substantially, or that benefits substantially, the same parties.
9. I undertake to notify the Commissioner of any notifiable event in writing relevant to the requirements under the *HomeBuilder Grants Act 2000* within 14 days from the occurrence of that notifiable event.
10. I have read and understood the information prepared by the SRO relating to the conditions of eligibility. I accept that if the conditions are not met, I may not be entitled to receive or retain the grant.
11. I authorise the SRO to access and exchange information about me to verify my eligibility for the Commonwealth HomeBuilder Grant with other State, Territory and Australian Government agencies and commercial organisations as permitted by law.
12. Where I direct payment to be made to my Financial Institution, I authorise the Financial Institution to repay the grant to the Commissioner if the transaction no longer qualifies for the Grant.
13. I authorise the Commissioner to address all correspondence relating to this application to Applicant I at the address nominated.



## Lodging your application with the State Revenue Office

**Email:** [fhogs@treasury.tas.gov.au](mailto:fhogs@treasury.tas.gov.au)

**Mail:** The Commissioner of State Revenue  
GPO Box 1374  
Hobart TAS 7001