



Department of Treasury and Finance
Office of State Revenue

FIRST HOME OWNER GRANT ACT 2000

First Home Owner Grant Application Form

Office Use Only table with fields: UIN, Application reference, Application received by

Section 1 – Eligibility Criteria

Please answer the questions below by ticking (✓) the appropriate box.

Both the Applicant Eligibility Criteria and the Transaction Eligibility Criteria must be completed prior to answering other sections of the application form.

Note: All applicants must be considered when answering the eligibility questions.

APPLICANT ELIGIBILITY CRITERIA

- 1. Will this be the first time each applicant or their spouse/de facto will receive a grant under the First Home Owner Grant Act 2000 in any State or Territory of Australia? Yes No
2. Is each applicant and their spouse/de facto a person who has never owned a home, solely or with some other person before 1 July 2000, in any State or Territory of Australia? Yes No
3. Is each applicant and their spouse/de facto a person who has never owned and occupied a home, solely or with some other person on or after 1 July 2000, in any State or Territory of Australia? Yes No
4. Is every applicant a natural person? (i.e. not a company) Yes No
5. Is at least one of the applicant(s) a Permanent Resident or Australian Citizen? (Permanent residents must complete Section 6 of the application form) Yes No
6. Will every applicant be occupying the home as their principal place of residence within 12 months of the date of settlement or completion of construction? Yes No

TRANSACTION ELIGIBILITY CRITERIA

- 7. Has each applicant on or after 1 July 2000, either:
a. entered into a Contract of Sale or Agreement for the purchase of an established home in Western Australia;
or
b. entered into a contract to have a home built in Western Australia;
or
c. in cases of an owner-builder, commenced construction of a home in Western Australia? Yes No
8. Will all the applicant(s) together be acquiring 100% of the relevant interest (ie. registered on the title as an owner of the property) in the land on which the home is or will be situated? (Refer to attached terms used for an explanation of a relevant interest) Yes No

NOTE:

If you have answered 'YES' to all the above questions, you may be eligible for the grant. The Commissioner of State Revenue will decide whether you are eligible for the grant and you will receive written notice of the Commissioner's decision.

Section 2 - Applicant Details

It is essential that **ALL** applicants complete this section. (refer to attached terms used for explanation of an applicant).

In instances where there are more than two applicants please use an additional application form and complete sections 1, 2 and 5.

Number of persons who have or will have a relevant interest in the property
(refer to attached terms used for what is a relevant interest)

	Applicant 1	Applicant 2																
Title	Dr <input type="checkbox"/> Miss <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>	Dr <input type="checkbox"/> Miss <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>																
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Original family name <small>(eg. maiden name)</small>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>																
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Has the applicant ever used any name other than the names declared above	NO <input type="checkbox"/> YES <input type="checkbox"/>	NO <input type="checkbox"/> YES <input type="checkbox"/>																
If YES , please list names used	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>																
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Daytime contact telephone number	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>																
Current residential address	<input style="width: 100%;" type="text"/> <input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/> <input style="width: 100%;" type="text"/>																
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(Please tick (✓) the appropriate box)																		
Do you have a spouse/de facto?	Yes <input type="checkbox"/> If Yes, please answer the next question No <input type="checkbox"/>	Yes <input type="checkbox"/> If Yes, please answer the next question No <input type="checkbox"/>																
Is your spouse/de facto also an applicant?	Yes <input type="checkbox"/> If Yes, your spouse/de facto must complete applicant details above. No <input type="checkbox"/> If No, your spouse/de facto must complete schedule 1 (Spouse Details).	Yes <input type="checkbox"/> If Yes, your spouse/de facto must complete applicant details above. No <input type="checkbox"/> If No, your spouse/de facto must complete schedule 1 (Spouse Details).																
Please indicate in which States/Territories you have previously lived	ACT <input type="checkbox"/> NSW <input type="checkbox"/> NT <input type="checkbox"/> QLD <input type="checkbox"/> SA <input type="checkbox"/> TAS <input type="checkbox"/> VIC <input type="checkbox"/> WA <input type="checkbox"/>	ACT <input type="checkbox"/> NSW <input type="checkbox"/> NT <input type="checkbox"/> QLD <input type="checkbox"/> SA <input type="checkbox"/> TAS <input type="checkbox"/> VIC <input type="checkbox"/> WA <input type="checkbox"/>																

Section 5 – Declaration

- I have completed and submitted the application form and all relevant documents in support of my application.
- I intend to reside in the home that is the subject of this application as my principal place of residence within 12 months of settlement or within 12 months of completion of construction.
- I undertake to notify the Commissioner of the State Revenue Department of Western Australia of any Notifiable Event relevant to the legislation requirements under the *First Home Owner Grant Act 2000* within 14 days from the occurrence of that Notifiable Event.
- I have read and understood the information prepared by the State Revenue Department of Western Australia 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.
- I authorise the Approved FHOG Participant to access any information about me in their possession and disclose it to the State Revenue Department of Western Australia for the purpose of administering the Scheme and I authorise the State Revenue Department of Western Australia to have access to that information for that purpose.
- I understand that the Approved FHOG Participant is not authorised by the State Revenue Department of Western Australia to offer any advice or assistance on the conditions of eligibility for the grant, or in the completion of the application.
- I understand that the State Revenue Department of Western Australia may give some of this information to other government agencies authorised by law to receive it.
- I authorise the State Revenue Department of Western Australia to deposit the grant into the account nominated in section 4.

Note: Penalties for making a false or misleading statement in or in connection with an application for a first home owner grant carries a maximum penalty of \$20,000 under the Western Australian First Home Owner Grant Act 2000.

Applicant 1		Applicant 2	
	Name of Applicant 1		Name of Applicant 2
	Signature of Applicant 1		Signature of Applicant 2
Date	<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 15%; height: 20px; display: flex;"> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> </div> </div>		<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 15%; height: 20px; display: flex;"> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> </div> </div>
Before me	Signature of witness (not an applicant or spouse/de facto of an applicant)	Before me	Signature of witness (not an applicant or spouse/de facto of an applicant)
Full name	Name of witness	Full name	Name of witness
	Address of Witness		Address of Witness

Section 6 - Permanent Resident Declaration

This declaration is only necessary where none of the applicants are Australian citizens.

It is a requirement under section 10 of the First Home Owner Grant Act 2000 that **at least one applicant** for a grant is an Australian citizen or a permanent resident. A permanent resident is –

- (a) A person who is –
 - (i) the holder of a permanent visa within the meaning of section 30 of the Migration Act 1958 of the Commonwealth; or
 - (ii) a New Zealand citizen who is the holder of a special category visa within the meaning of section 32 of the Migration Act 1958 of the Commonwealth;
- and
- (b) has satisfied the Commissioner that he or she intends to reside permanently in Australia.

	Name of Applicant 1		declare that I intend to reside permanently in Australia
	Signature of Applicant 1		Date <div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 15%; height: 20px; display: flex;"> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> <div style="width: 25%; height: 100%;"></div> </div> </div>
	Name of witness (not an applicant or spouse/de facto of an applicant)		Signature of Witness
	Address of Witness		

Schedule 1 - Spouse Details

This schedule must be completed where the spouse/de facto of an applicant **has not** been specified as an applicant in section 2 of the application.

	Spouse of Applicant 1	Spouse of Applicant 2																																								
Title	Dr <input type="checkbox"/> Miss <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>	Dr <input type="checkbox"/> Miss <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>																																								
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Have you ever used any name other than the names declared above	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>																																								
If YES , please give details																																									

SPOUSE DECLARATION

I declare that the Spouse Details above and the answers provided in questions 1, 2 and 3 of the Applicant Eligibility Criteria in section 1, insofar as they relate to me, are true and correct.

- I give authorisation to the Approved FHOG Participant identified in this application to have access to any information that it holds about me that may be relevant to the eligibility of the applicant(s) for the WA First Home Owner Grant and to disclose it to the State Revenue Department of Western Australia for the purpose of administering the scheme.
- I also authorise the State Revenue Department of Western Australia to conduct checks on any information provided in this schedule.

Note: A penalty of up to \$20,000 may be imposed, under the First Home Owner Grant Act 2000, for making a false or misleading statement

	Spouse of Applicant 1	Spouse of Applicant 2
	<input style="width: 95%;" type="text"/> <small>Name of spouse of Applicant 1</small>	<input style="width: 95%;" type="text"/> <small>Name of spouse of Applicant 2</small>
	<input style="width: 95%;" type="text"/> <small>Signature of spouse of Applicant 1</small>	<input style="width: 95%;" type="text"/> <small>Signature of spouse of Applicant 2</small>
Date	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Before me	<input style="width: 95%;" type="text"/> <small>Signature of witness (not an applicant or spouse/de facto of an applicant)</small>	<input style="width: 95%;" type="text"/> <small>Signature of witness (not an applicant or spouse/de facto of an applicant)</small>
Full name	<input style="width: 95%;" type="text"/> <small>Name of witness</small>	<input style="width: 95%;" type="text"/> <small>Name of witness</small>
	<input style="width: 95%;" type="text"/> <small>Address of Witness</small>	<input style="width: 95%;" type="text"/> <small>Address of Witness</small>

Evidence to be submitted in support of the application

The following documentation must be sighted by the Approved FHOG Participant or the State Revenue Department of Western Australia and must be submitted in support of the application.

The documentation is required as proof of Australian Citizenship or Permanent Resident status for one of the applicants:

- For Australian Citizen applicants born in Australia: an original or certified copy of an Australian Passport or an original or certified copy of the Birth Certificate or Extract of Birth;
- For Australian Citizen applicants **not** born in Australia: an original or certified copy of an Australian Passport or an original or certified copy of the Australian Citizenship Certificate.
- For Non Australian Citizen residents: the original or certified copy of their Permanent Resident Visa (Australia Resident visa), or for Special Category Visa holders (eg. New Zealand citizens), the original or certified copy of their Passport.

Type of document/class Name on document Document Number.....

Officer Sighting Documents – Office Use Only

Print name of
authorised officer Employer..... Date

The following documentation is required to be submitted in respect of the purchase or construction of the home.

- Established Home – A copy of the signed Contract for Sale and Purchase.
- Contract to have a home built - A copy of the signed Contract to Build and proof of first progress payment.
- Building of a home by an owner builder – Evidence of commencement date, cost and evidence that the home is ready for occupation.

Terms Used

Applicant(s) - A person(s) who, on completion of the purchase of an established home or construction of a new home, will be an owner.

Applicant's Spouse - The person to whom the applicant is married or with whom the applicant has been cohabiting, on a genuine domestic basis in a relationship of de facto marriage for at least 2 years at the time of the commencement of the eligible transaction.

Approved FHOG Participant – financial institutions approved to received this application on behalf of the State Revenue Department.

Certified copy – a copy of an original that has been sighted by an acceptable referee under the Financial Transaction Reports Act 1988 and noted on the copy that it is a true copy of the original. An acceptable referee includes; Police Officer, Bank Employee, Justice of the Peace, Minister of Religion, Pharmacist, Medical Practitioner, Dentist, Public Servant, Primary or Secondary Teacher, Member of Parliament, Legal Practitioner.

Contract to build – a contract under which a builder agrees to build a home from the start of building work to when it is ready for occupation.

Established home - A home that is already built and ready for occupancy.

FHOG – First Home Owner Grant.

Home - Is a building, affixed to land, that-

- (a) may lawfully be used as a place of residence; and
- (b) is, in the Commissioner's opinion, a suitable building for use as a place of residence.

Intended Date of Occupancy - Is the date on which the applicant(s) expects to commence living in the house as their principal place of residence.

Notifiable Event - When any part of the eligibility criteria is not met, the applicant(s) must notify the Commissioner within 14 days from the occurrence of this event. For example, when the applicant(s) does not occupy the home as their principal place of residence within 12 months.

Owner builder - An owner of land who builds a home, or has a home built, on the land without entering into a Contract to Build.

Owner/Home Owner - A person who has a relevant interest in land on which a home is built.

Permanent Resident - A person who holds a permanent visa within the meaning of section 30 of the Migration Act 1958 of the Commonwealth; or a New Zealand citizen who is the holder of a special category visa within the meaning of Section 32 of the Migration Act 1958 of the Commonwealth and has satisfied the Commissioner that he or she intends to reside permanently in Australia.

Relevant Interest - A relevant interest in land refers to the means by which a person holds their interest in the land. This commonly is an estate in fee simple. Other forms of interest are defined in the Act.

Contacts

You may submit this application directly to your financier or the Office of State Revenue

Your Financier	By Correspondence	In Person	For further information contact
	First Home Owner Grant Office of State Revenue GPO Box T1600 PERTH WA 6845	Office Of State Revenue Plaza Level Mt Newman House 200 St Georges Terrace PERTH WA 6000	Telephone: 1300 363 211 Internet: www.wa.gov.au/srd www.firsthome.gov.au