



Claim for Transitional Income Support and/or Climate Change Adjustment Program

When to use this form

This form is used to claim for Transitional Income Support Payment.

Transitional Income Support is an income support payment paid to primary producers in serious financial difficulty, to adapt to changing circumstances, including climate change. To be eligible for this payment farmers must meet income and asset tests and have total net assets of less than \$1,500,000 including farm assets and the principal residence.

This form is also used to claim for the following components under the Climate Change Adjustment Program:

- Climate Change Adjustment Program Advice and Training Grant is available of up to \$5,500 (GST included) to assist farmers and their partners to obtain professional advice and training to adjust and adapt to the impacts of climate change. To be eligible for this grant a farmer must have net assets of less than \$1,500,000 including farm assets and the principal residence.
- Climate Change Adjustment Program Re-establishment Grant is available of up to \$150,000. To be eligible for the maximum grant amount of \$150,000, a farmer must have sold their current farming enterprise and have net assets of less than \$350,000. Prior to selling, the farm must have been owned for 5 years.

To be eligible for the Advice and Training Grant or Re-establishment Grant under the Climate Change Adjustment Program, farmers must meet income and asset tests.

Definition of a partner

For Centrelink purposes a person is considered to be **your partner** if you and the person are living together, or usually live together, and are married; or in a registered relationship (opposite or same-sex); or in a de facto relationship (opposite or same-sex).

Centrelink considers a person to be in a de facto relationship from the time they commence living with another person as a member of a couple.

From 1 July 2009 Centrelink recognises all couples, opposite-sex and same-sex.

For more information

Call Centrelink on **1800 050 585**, visit your local **Centrelink Customer Service Centre** or go to our website at **www.centrelink.gov.au**

To speak to Centrelink in languages other than English, call **13 1202**.

Note: Calls from your home phone to Centrelink 13 numbers from anywhere in Australia are charged at a fixed rate. That rate may vary from the price of a local call and may also vary between telephone service providers. Calls to 1800 numbers from your home phone are free. Calls from public and mobile phones may be timed and charged at a higher rate.

If you have a hearing or speech impairment

TTY service Freecall™ **1800 810 586**. A TTY phone is required to use this service.

Interpreters and translations

If you need an **interpreter** or **translation** of any documents for Centrelink business, we can arrange this for you free of charge.

What else you will need to provide

You will need to provide **proof of identity**. There is a complete list of acceptable documents in the **Notes** in this form.

This form tells you which **other documents** you need to provide to support your claim.

Depending on your circumstances, you may have to fill in **other forms**.

Filling in this form

Please use black or blue pen.

Mark boxes like this with a ✓ or ✗.

Where you see a box like this ► **Go to 5** skip to the question number shown. You do not need to answer the questions in-between.

Please keep these Notes (pages 1 to 4) for your information.

Returning your form(s)

Check that you have answered all the questions you need to answer and that you have signed and dated this form.

If you return required documents (and your claim form):

- by post – we will photocopy your documents and return originals to you by registered post.
- in person – we will photocopy your documents and return the originals to you.

Return this form and all additional documents to a Centrelink Customer Service Centre or a Centrelink Agent. Alternatively you can post it to:

Attention: Rural Processing Team
PO Box 1440
Griffith NSW 2680

You should lodge your claim as soon as possible.

What the farmer must do if claiming for:

- **Transitional Income Support and/or Climate Change Adjustment Program Advice and Training Grant**

Step 1 Complete this claim form to test your eligibility.

Centrelink will advise you of the outcome of this claim.

Step 2 If eligible, a Farm Business Analysis and Financial Assessment form will need to be completed, including an assessment undertaken with a Prescribed Adviser to determine the viability of your farming enterprise.

Step 3 If eligible, a Climate Change Action Plan will need to be completed. Depending on your circumstances, you may be case managed by a Rural Financial Counsellor.

Step 4 Remaining funds from the Advice and Training Grant can be used to undertake relevant advice and/or training in activities to assist farmers to adjust to the impacts of climate change.

IMPORTANT: You must undertake a Farm Business Analysis and Financial Assessment and develop a Climate Change Action Plan **within 13 weeks of Centrelink notifying you of your eligibility for assistance.**

If you do not undertake these steps and you are receiving payments under Transitional Income Support, your payments may be stopped.

Note: You will be notified by mail of the results of each step as you progress through this program.

- **Climate Change Adjustment Program Re-establishment Grant**

Step 1 Complete this claim form to test your eligibility.

Centrelink will advise you of the outcome of this claim.

Step 2 You may also be eligible for funds under the Advice and Training Grant to undertake activities to assist you to exit farming. To receive these funds you must complete an exit interview with your Rural Financial Counsellor.

Privacy and your personal information

Personal information is protected by law, including the *Privacy Act 1988*. The authority to collect this information is in the Climate Change Adjustment Program guidelines.

The information you provide in this form will be used to determine your eligibility, provide services to you and payments to third parties. This information may also be used to detect or prevent fraud and/or recover overpayments.

Centrelink may give some or all of your information to the Department of Human Services and the Department of Agriculture, Fisheries and Forestry for the purposes of evaluation and monitoring of services provided by Centrelink. This may also include providing information to a Rural Financial Counsellor.

Centrelink may disclose limited information (for example, income and assets) about you to other individuals, when your circumstances affect their entitlement to payments and services.

Centrelink may re-use your personal information contained in this claim form should an additional Exceptional Circumstances Drought Declaration be made for your area.

Limited personal information collected from you may be used to conduct customer research run by the Department of Agriculture, Fisheries and Forestry, the Department of Human Services, Centrelink or by research organisations on their behalf. Your participation in customer research is valued, however, if you do not wish to take part please call the Customer Relations number on Freecall™ **1800 050 004** (refer to the factsheet titled *Market research and you* for more information).

Centrelink can give your information to other persons, bodies or agencies without your permission in circumstances where Commonwealth legislation requires or authorises the disclosure. For example, Centrelink usually gives some or all of your information about income and taxation matters to the Australian Taxation Office and the Child Support Agency for their use.

In order to collect relevant immigration records, Centrelink will disclose information needed to identify you, and where applicable your partner and child(ren), to the Department of Immigration and Citizenship.

You can get more information from the factsheet titled *Your Right to Privacy* from your local Centrelink Customer Service Centre, you can call Centrelink on **1800 050 585** to request a copy or go to our website at www.centrelink.gov.au

Proving your identity

Notes about proving your identity to Centrelink

As a Centrelink customer you are required to prove your identity when claiming a pension, benefit, allowance or service. You must establish your identity by providing **original** documents (not photocopies) from this approved list. Centrelink requires you to prove both your:

- Commencement of Identity (proof of your birth or arrival) in Australia, and
- use of this identity.

Note: The document you use to show your Commencement of Identity cannot also count towards the POINTS required for the payment or service claimed.

If you have any difficulty in obtaining or providing these documents, you should contact Centrelink as soon as possible.

If you have previously met the proof of identity requirements, and you are reclaiming within 52 weeks of receiving a Centrelink payment, fewer proof of identity documents may be required. If you think this applies to you, contact Centrelink as soon as possible.

Where possible, Centrelink will use the documents you provide to prove your age, residence, income and/or assets if that is relevant to the payment or service you are applying for.

You will need to provide:

- at least one document (listed below) to show Commencement of Identity in Australia, AND
- OTHER documents that add up to 100 points from the approved list (below and the following page).

Commencement of Identity in Australia		
Document	Explanation/description	Points
Australian Birth Certificate	Original Australian birth certificate, extract or birth card in your name/former name.	70
Australian Passport (current)	Australian passport in your name/former name. Expired passports are not acceptable.	70
Citizenship Certificate	Australian citizenship certificate in your name/former name.	70
Australian Visa	Australian visa, current at time of entry to Australia as resident or tourist, showing your name/former name.	70
Document of Identity (DFAT)	Document of Identity issued in your name/former name by the Department of Foreign Affairs and Trade (DFAT), to Australian citizens or persons who possess the nationality of a Commonwealth country, for travel purposes.	70
Certificate of Evidence of Resident Status (DIAC)	Certificate of Evidence of Resident Status (Form 283) issued by the Department of Immigration and Citizenship (DIAC), showing your name/former name.	70
Certificate of Identity (DIAC)	Certificate of Identity issued by the Department of Immigration and Citizenship (DIAC), to refugees and non Australian citizens for entry to Australia.	70

Note: If more than one of the above documents is provided, the additional documents will count as points.

Use of Identity		
Document	Explanation/description	Points
Defence Discharge Papers	Australian Defence Force discharge papers, in your name/former name.	70
Shooter's or Firearm Licence	Current shooter's or firearm licence showing signature and/or photo and same name as claim. Cannot accept: minor's or junior's permit and/or licence.	70
Security Licence	Current security protection industry or crowd control licence, showing signature and/or photo and same name as claim.	70
Bank/Financial Institution card, statement or passbook	Current ATM or credit card showing your name and signature. Statement or passbook from current savings or cheque account showing your name and same address (if applicable) as your claim. Cannot accept: cards issued by organisations other than banks, credit unions or building societies, ATM or internet receipts/statements or account documentation issued by banks/financial institutions outside Australia.	40
Child's Birth Certificate	Australian birth certificate for a child showing your name as parent/guardian. Cannot accept: sibling's certificate.	40
Australian Driver's Licence – Motor Vehicle	Current state or territory issued driver's licence, learner's permit or provisional licence showing signature and/or photo and same name and same address as claim.	40
Australian Divorce Papers	Australian divorce papers in your name/former name (e.g. Decree Nisi, Decree Absolute).	40

Use of Identity		
Document	Explanation/description	Points
Educational Certificate	Up to 3 school/education qualification certificates for different years in your name/former name (school/TAFE/university/Registered Training Organisation [RTO]).	40
Australian Marriage Certificate	Marriage certificate issued by a state or territory government agency. Cannot accept: church or celebrant issued certificates.	40
Mortgage Papers	Legally drawn mortgage papers for an Australian residence in your name/former name.	40
Name Change	Legal change of name certificate or deed poll certificate.	40
Overseas Passport	Current passport issued by a country other than Australia , with valid entry stamp or visa.	40
Registration Certificate from a Professional Board	Registration certificate from a national or state/territory professional registration board (e.g. doctors, nurses, dentists, physiotherapists, accountants).	40
Trade Certificate	Current Australian trade certificate in your name/former name. Must be signed by issuer or claimant.	40
Veterans' Affairs Gold Card	Current Department of Veterans' Affairs Gold Card issued in your name.	40
Reference from Indigenous Organisation	Reference from an Aboriginal/Torres Strait Islander organisation showing referee's full details and length of time they have known you.	20
Educational Report or Reference	Up to 3 school/education reports or references, including enrolment confirmations for different years or semesters, in your name/former name (school/TAFE/university/RTO).	20
Student ID Card	Current student ID card issued in your name with signature and/or photo (school/TAFE/university/RTO).	20
PAYG Payment Summary	PAYG payment summary, less than 2 years old, with tax file number. Cannot accept: Centrelink issued payment summaries.	20
Insurance Renewal	Current insurance renewal for house, contents, vehicle, boat, crop insurance in your name and showing same address as claim.	20
Tenancy Agreement or Lease	Current formal residential tenancy agreement or lease in your name and showing same address as claim.	20
Medicare Card	A current Medicare card showing your name.	20
Motor Vehicle Registration	Current motor vehicle registration showing your name, same address as claim and proof of payment.	20
Other Overseas Documents	Up to 3 documents issued by a country other than Australia (equivalent to Australian documents listed of at least 20 points value), includes lapsed passports issued by a country other than Australia .	20
Other Licence	Up to 3 current Commonwealth, state or territory licence for coxswain, boat, aircraft etc. Must have your photo and/or signature and same address as claim (if applicable). Cannot accept: recreational fishing licences.	20
Proof of Age Card	Current proof of age or photo identity card issued by a government agency in your name with photo and/or signature.	20
Rates Notice	Paid rates notice in your name and showing same address as claim, less than 12 months old.	20
Utility Account	Up to 3 paid utility accounts (e.g. gas, water, electricity or phone) in your name and showing receipt number and same address as claim less than 12 months old.	20
Electoral Enrolment	Proof of electoral enrolment card issued in your name and same address as claim.	10
Other Financial Documents	Up to 3 current financial documents, such as superannuation, shares, life insurance, credit card statement or managed investment documents issued in your name. Cannot accept: hire or lease agreement.	10
Health Insurance Card	Current health insurance card showing your name.	10
Motoring Association Card	Current membership card or documents issued in your name.	10
Taxation Notice of Assessment	Taxation notice of assessment in your name less than 2 years old.	10
Employment Records	Termination notice, separation certificate, report or reference from employer in your name. Cannot accept: payslips.	10

Please keep these Notes (pages 1 to 4) for your information.



Claim for Transitional Income Support and/or Climate Change Adjustment Program

1 Do you need an interpreter when dealing with Centrelink?
This includes an interpreter for people who have a hearing or speech impairment.

No Go to next question

Yes What is your preferred spoken language?

What is your preferred written language?

2 Do you wish to claim the Climate Change Adjustment Program Re-establishment Grant?


No **Go to 12**

Yes Go to next question

3 Have you (or your partner) ever received:


- a Re-establishment or Exit Grant under the Rural Adjustment Scheme
- a Re-establishment Grant under the Sugar Industry Reform Program 2002 or 2004
- a Dairy Exit Payment or Dairy Type Grant
- a grant under the Pork Producer Exit Program
- a Restructuring Grant under the Tobacco Grower Adjustment Assistance Package 2006, or
- a Farm Help Re-establishment Grant?

No Go to next question

Yes  You may not be eligible for this payment.
Please call us on **1800 050 585**.


4 Have you (and/or your partner) entered into an arrangement where you (and/or your partner) will repurchase or regain control of a farming enterprise within 5 years?

No Go to next question


Yes  You may not be eligible for this payment.
Please call us on **1800 050 585**.

5 Were you a share farmer or leaseholder?

No Go to next question


Yes  You may not be eligible for this payment.
Please call us on **1800 050 585**.

6 Did you (and/or your partner) own your farming enterprise for 5 years?

No  You may not be eligible for this payment.
Please call us on **1800 050 585**.

Yes Go to next question

7 Have you sold your farming enterprise (including all farm equipment, farm machinery and farm livestock)?

No  You may not be eligible for this payment.
Please call us on **1800 050 585**.

Yes Go to next question

8 What was the sale price of the farming enterprise?

\$

9 What was the date of settlement?

/ /




Before we can make an assessment on your claim you will need to provide the following documentation:


- original contract of sale as well as settlement documentation from a solicitor, land agent, stock and station/livestock agent
- a completed **Real estate details form (Mod R)** obtained from Centrelink for all sold properties
- clearing sale clerking sheets or sales receipts for the sale of plant and machinery dedicated to the running of the farming enterprise
- evidence that you have owned your farming property for a period of at least 5 years (e.g. rates notice)
- supportive evidence which shows how the proceeds of the sale were spent including repayment of any debts
- supportive evidence if you have entered into voluntary foreclosure
- details of your (and your partner's) bank, building society and credit union accounts, and any other money you have invested
- written confirmation of all motor vehicle debts from respective lenders (if applicable)
- copies of your (and your partner's) most recent individual income tax returns
- if you have an interest in a partnership, company or trust, a copy of the business's latest tax return, balance sheet, profit and loss statement and depreciation schedule
- documents that support your remaining estimated assets and liabilities
- proof of any debts including those held over your farming enterprise
- mortgage documents showing what security was used for any loans (if applicable).

10 Were you a farmer?

Note: A farmer for the purpose of this grant is someone who immediately before the sale was effectively in control of the farming enterprise and:

- had a right or interest in the land for farming
- derived significant income from the farming industry enterprise over 5 years immediately prior to settlement of the sale of the farming enterprise
- contributed significant labour and capital to the farming industry enterprise over 5 years immediately prior to settlement of the sale of the farming enterprise
- made capital contributions to the farming enterprise greater than \$150,000 over the 5 years immediately prior to settlement of the sale of the farming enterprise.

No  You may not be eligible for this payment. Please call us on **1800 050 585**.


Yes  You will need to provide:

- a copy of your (and/or your partner's) personal income tax return(s) for the last 5 financial years
- your latest business tax return(s) for the last 5 financial years – these include all farming and non-farming businesses that you (and/or your partner) have an interest in
- your latest profit and loss statement(s) for all business(es) for the last 5 financial years
- your latest balance sheet(s) for all business(es) for the last 5 financial years.


11 Do you wish to access the Advice and Training Grant if eligible?

No **Go to 22**
Yes *Go to next question*


12 Have you been a farmer for at least 2 years immediately before lodging this claim?

No  You may not be eligible for this payment. Please call us on **1800 050 585**.
Yes *Go to next question*


13 In the 2 years immediately before lodging this claim, did you derive a significant part of your gross income from the farming enterprise?

No  You may not be eligible for this payment. Please call us on **1800 050 585**.
Yes *Go to next question*


14 In the 2 years immediately before lodging this claim, did you contribute a significant part of your CAPITAL to the farming enterprise?

No  You may not be eligible for this payment. Please call us on **1800 050 585**.
Yes *Go to next question*

15 In the 2 years immediately before lodging this claim, did you spend a significant part of your working hours doing work on the farming enterprise?

No  You may not be eligible for this payment. Please call us on **1800 050 585**.
Yes *Go to next question*

16 Are your net assets including the value of your farming enterprise and farm assets over \$1,500,000?

No *Go to next question*
Yes  You may not be eligible for this payment. Please call us on **1800 050 585**.

17 Do you wish to claim Transitional Income Support?

All Climate Change Adjustment Program customers are assessed automatically for Climate Change Adjustment Program Advice and Training.

No **Go to 22**
Yes *Go to next question*

18 If eligible, where do you want your payment made?

The bank, building society or credit union account must be in your name. A joint account is acceptable.

Name of bank, building society or credit union

Branch where your account is held

Branch number (BSB)


Account number (this may not be your card number)

Account is used for Personal only

Farming enterprise only

Balance of account \$

Account held in the name(s) of

 Attach proof of account balances (e.g. ATM slips, statements, passbooks).

19 Do you currently receive one of the following payments:

- Exceptional Circumstances Relief Payment
- Interim Income Support
- Farm Help Income Support
- Another Income Support Payment?

No *Go to next question*

Yes You are not eligible for the Transitional Income Support component of this package.

Go to 22

20 Are you a full-time student?

No ► *Go to next question*

Yes ► You are not eligible for the Transitional Income Support component of this package.

► **Go to 22**

21 Do you receive income that is paid by a community or group from funds provided under a Commonwealth funded employment program?

No ► *Go to next question*

Yes ► You are not eligible for the Transitional Income Support component of this package.

► *Go to next question*

22 Your name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name

23 Have you ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?

No ► *Go to next question*

Yes ► Give details below

1 Other name

Type of name (e.g. name at birth)

2 Other name

Type of name (e.g. maiden name)

If you have more than 2 other names, attach a separate sheet with details.

24 Your sex

Male

Female

25 Your date of birth

26 Your permanent address

Postcode

27 Your postal address (if different to above)

Postcode

28 What is the address of your farming enterprise

Postcode

29 Which of the following best describes where you live?

In a home you (or your partner) own
This includes paying it off (mortgage)

In a place where you pay rent or private board and lodgings

Other ► Give details below

30 Your contact details

Home phone number ()

Is this a silent number? No Yes

Mobile phone number

Fax number ()

Work phone number ()

Alternative phone number ()

Email

31 Do you currently get another type of Centrelink payment or Family Tax Benefit?

No ► *Go to next question*

Yes ► Your Customer Reference Number (if known)

32 Have you received Exceptional Circumstances Relief Payment in the last 6 months?

No Go to next question

Yes Go to 52

33 Questions 33 and 34 are optional and will not affect your payment. If you do answer, the information will help us to continue to improve services to Aboriginal, Torres Strait and Australian South Sea Islander peoples.

Are you of Aboriginal or Torres Strait Islander origin?

If you are of both Aboriginal and Torres Strait Islander origin, please tick both 'Yes' boxes.

No

Yes – Aboriginal

Yes – Torres Strait Islander

34 Are you of Australian South Sea Islander origin?

No

Yes

35 Please read this before answering the question.

'Permanently' means you normally live in Australia on a long-term basis. Holidays or short trips outside Australia would not affect this.

Are you living **permanently** in Australia?

No Go to next question

Yes Go to 37

36 What country do you permanently live in?

37 Please read this before answering the question.

The answer to this question may enable Centrelink to access electronic records held by the Department of Immigration and Citizenship since 1 September 1994. These records will help us to verify your Australian residence on your behalf to assist with your claim.

Have you lived or travelled outside Australia since 1 September 1994, including short trips and holidays?

No Go to next question


Yes Give details below

Passport number

Country of issue

38 Are you an Australian citizen **who was born in Australia**?

No

 You will need to provide proof of your residence status (e.g. **citizenship papers, passport or other documentation**).

▶ Go to next question

Yes Go to 51

39 What is your country of birth?

40 When did you start living in Australia?

41 Did you start living in Australia before 1965?

No Go to next question

Yes Give details below

Name of the ship or airline on which you arrived

Name of the place where you first arrived/disembarked

What was your name when you first arrived in Australia?

42 Are you an Australian citizen?

No Go to next question

Yes Date you became an Australian citizen

 ▶ Go to 48

43 What is your country of citizenship?

New Zealand Go to next question

Other Give details below

▶ Go to 45

44 Did you arrive on a New Zealand passport?

No

Yes

45 What type of visa did you arrive on?

Permanent Go to next question

Temporary Go to next question

Unknown (e.g. arrived on mother's/father's passport) Go to 47

46 Your visa details on arrival

Visa sub class

Date visa granted

47 Has your visa changed since you arrived in Australia?

No Go to next question

Yes Current visa details

Visa sub class

Date visa granted

48 Did someone provide you with an Assurance of Support for your migration to Australia?

- No
Not sure
Yes

49 Are you a refugee or former refugee?

- No
Yes

50 Did either of your parents arrive on a refugee or humanitarian visa?

- No
Yes

51 Except for short trips or holidays, have you **EVER** lived outside Australia?

- No **Go to next question**
Yes List **ALL** countries, **INCLUDING AUSTRALIA**, you have lived in **SINCE BIRTH**.

Include the period(s) you have lived in Australia.

If you were born outside Australia, include the country where you were born.

Do NOT include short trips or holidays.

1 Country of residence

From / / To / /

2 Country of residence

From / / To / /

3 Country of residence

From / / To / /

4 Country of residence

From / / To / /

5 Country of residence

From / / To / /

If you require more space, attach a separate sheet with details.

52 What is your CURRENT relationship status?

Please read this before answering the question

From 1 July 2009, Centrelink recognises both opposite-sex and same-sex relationships. This includes relationships registered under state or territory law.

Select **ONE** option below that best describes your current relationship status.

Married **Go to 53**

Registered relationship **Go to 53**
(opposite-sex or same-sex relationship registered under state or territory law)

Partnered **Go to 54**
(living together in an opposite-sex or same-sex relationship, including de facto)

Separated **Go to 59**
(previously lived with an opposite-sex or same-sex partner, including in a marriage, registered or de facto relationship)

Divorced **Go to 59**

Widowed **Go to 58**
(previously partnered with an opposite-sex or same-sex partner, including in a marriage, registered or de facto relationship)

Never married or lived with a partner **Go to 83**

53 What is your date of marriage or relationship registration?

/ / **Go to 55**

54 When did you and your partner start living together as a member of a couple?

/ /

55 Do you currently live in the same home as your partner?

- No **Go to next question**
Yes **Go to 61**

56 Why are you not living with your partner?

- Partner's illness
Your illness
Partner in prison
Partner's employment
Other **Give details below**

57 Period not living with your partner

From

To OR indefinite **Go to 61**

58 Please give the following details about your deceased partner

Full name

Date of birth Date of death

Go to 83

59 Do you live in the same home as your former partner?

No **Go to next question**

Yes **Go to 83**

SS293

60 Please give the following details about your former partner

Full name

Date of birth Date relationship ended

Current address (if known)

Postcode

Go to 83

61 Your partner's name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name

62 Has your partner ever used or been known by any other name (e.g. name at birth, maiden name, previous married name, Aboriginal or tribal name, alias, adoptive name, foster name)?

No **Go to next question**

Yes **Give details below**

1 Other name

Type of name (e.g. name at birth)

2 Other name

Type of name (e.g. maiden name)

If your partner has more than 2 other names, attach a separate sheet with details.

63 Your partner's sex

Male

Female

64 Your partner's date of birth

65 Does your partner currently get another type of Centrelink payment or Family Tax Benefit?

No **Go to next question**

Yes Your partner's Customer Reference Number (if known)

66 Have you (or your partner) received Exceptional Circumstances Relief Payment in the last 6 months?

No **Go to next question**

Yes **Go to 83**

67 Please read this before answering the question.

'Permanently' means your partner normally lives in Australia on a long-term basis. Holidays or short trips outside Australia would not affect this.

Is your partner living **permanently** in Australia?

No **Go to next question**

Yes **Go to 69**

68 What country does your partner permanently live in?

69 Please read this before answering the question.

The answer to this question may enable Centrelink to access electronic records held by the Department of Immigration and Citizenship since 1 September 1994. These records will help us to verify your partner's Australian residence on their behalf to assist with your claim.

Has your partner lived or travelled outside Australia since 1 September 1994, including short trips and holidays?

No Go to next question


Yes Give details below

Passport number

Country of issue

70 Is your partner an Australian citizen who was born in Australia?

No

 You will need to provide proof of your partner's residence status (e.g. **citizenship papers, passport or other documentation**).

▶ Go to next question

Yes Go to 81

71 What is your partner's country of birth?

72 When did your partner start living in Australia?

73 Did your partner start living in Australia before 1965?

No Go to next question

Yes Give details below

Name of the ship or airline on which your partner arrived

Name of the place where your partner first arrived/disembarked

What was your partner's name when they first arrived in Australia?

74 Is your partner an Australian citizen?

No Go to next question

Yes Date your partner became an Australian citizen

▶ Go to 80

75 What is your partner's country of citizenship?

New Zealand Go to next question

Other Give details below

▶ Go to 77

76 Did your partner arrive on a New Zealand passport?

No

Yes

77 What type of visa did your partner arrive on?

Permanent Go to next question

Temporary Go to next question

Unknown (e.g. arrived on mother's/father's passport) Go to 79

78 Your partner's visa details on arrival

Visa sub class

Date visa granted

79 Has your partner's visa changed since they arrived in Australia?

No Go to next question

Yes Current visa details

Visa sub class

Date visa granted

80 Is your partner a refugee or former refugee?

No

Yes

81 Except for short trips or holidays, has your partner **EVER** lived outside Australia?

No Go to next question

Yes List **ALL** countries, **INCLUDING AUSTRALIA**, your partner has lived in **SINCE BIRTH**.

Include the period(s) your partner has lived in Australia.

If your partner was born outside Australia, include the country where your partner was born.

Do NOT include short trips or holidays.

1 Country of residence

From / / To / /

2 Country of residence

From / / To / /

3 Country of residence

From / / To / /

4 Country of residence

From / / To / /

5 Country of residence

From / / To / /

If you require more space, attach a separate sheet with details.

82 Do you give permission for your partner to discuss your payments with us?

You can change this authority at any time.

No

Yes

83 Do you want another person or organisation to enquire or act on your behalf when dealing with us?

No Go to next question

Yes
s



You will need to complete and attach an **Authorising a person or organisation to enquire or act on your behalf** form (SS313). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

84 Do you (and/or your partner) wish to claim a Health Care Card?

Note: A Health Care Card is not automatically issued with Transitional Income Support.

No Go to 87

Yes Go to next question

s

85 Did you (and/or your partner) earn any income from employment in the last 8 weeks?

Do not include income from self-employment at this question.

Note: Other income questions follow later in this form.

No Go to 87

Yes Give details below

1^s Employer's name

Address

 Postcode
Phone number
()
Who worked for this employer? You Your partner
u

2 Employer's name

Address

 Postcode
Phone number
()
Who worked for this employer? You Your partner
u

If you (and/or your partner) received income from more than 2 employers, attach a separate sheet with details.

86 Details of income you (and/or your partner) received from work in the past 8 weeks.

GROSS income from employment **includes** amounts voluntarily salary sacrificed into superannuation and the value of employer provided fringe benefits.

Write 'NIL' for any periods you (and/or your partner) **did not** earn any income in the past 8 weeks.



You will need to attach:

- payslips for the past 8 weeks, or
- a letter from the employer stating gross wages for the past 8 weeks, or
- payslips for the weeks worked.

Note: Letters and payslips must have the employer's name and address on them.

You

GROSS amount earned per week (before tax and other deductions)	OR	GROSS amount earned per fortnight (before tax and other deductions)
\$ Week 1		\$ Fortnight 1
\$ Week 2		\$ Fortnight 2
\$ Week 3		\$ Fortnight 3
\$ Week 4		\$ Fortnight 4
\$ Week 5		
\$ Week 6		
\$ Week 7		
\$ Week 8		
Total (Add weeks 1 to 8)		Total (Add fortnights 1 to 4)
\$		\$

Your partner

GROSS amount earned per week (before tax and other deductions)	OR	GROSS amount earned per fortnight (before tax and other deductions)
\$ Week 1		\$ Fortnight 1
\$ Week 2		\$ Fortnight 2
\$ Week 3		\$ Fortnight 3
\$ Week 4		\$ Fortnight 4
\$ Week 5		
\$ Week 6		
\$ Week 7		
\$ Week 8		
Total (Add weeks 1 to 8)		Total (Add fortnights 1 to 4)
\$		\$

87 Give details below of ALL accounts held by you (and/or your partner) in banks, building societies or credit unions (including farm management deposits).

You do not need to provide details given at question 18 here.

Include savings accounts, cheque accounts, term deposits, joint accounts, accounts you hold in trust or under any other name, or money held in church or charitable development funds.

Accounts and term deposits outside Australia should be included, with the current balance in the type of currency in which it is invested. Centrelink will convert this into Australian dollars.

Do NOT include shares or managed investments.



Attach proof of all account balances (e.g. ATM slips, statements, passbooks).

1

Name of bank, building society or credit union

Account number (this may not be your card number)

Type of account

Account is used for Personal only
Farming enterprise only

Balance of account \$

Currency if not \$AUD

Your share % Partner's share %

2

Name of bank, building society or credit union

Account number (this may not be your card number)

Type of account

Account is used for Personal only
Farming enterprise only

Balance of account \$

Currency if not \$AUD

Your share % Partner's share %

Continued

3

Name of bank, building society or credit union

Account number (this may not be your card number)

Type of account

Account is used for Personal only
 Farming enterprise only

Balance of account \$

Currency if not \$AUD

Your share % Partner's share %

4

Name of bank, building society or credit union

Account number (this may not be your card number)

Type of account

Account is used for Personal only
 Farming enterprise only

Balance of account \$

Currency if not \$AUD

Your share % Partner's share %

5

Name of bank, building society or credit union

Account number (this may not be your card number)

Type of account

Account is used for Personal only
 Farming enterprise only

Balance of account \$

Currency if not \$AUD

Your share % Partner's share %

If you (and/or your partner) have more than 5 accounts, attach a separate sheet with details.

88 Please read this before answering the following questions.

If you are claiming the Climate Change Adjustment Program Re-establishment Grant, **do NOT answer questions 89 to 97. Go to 98.**

89 Do you (and/or your partner) care for any children under 18 years of age or full-time students under 25 years of age?

- No **Go to 92**
Yes *Go to next question*

90 Do you (and/or your partner) share the care of any child with another person?

Do NOT include school/day care arrangements.

- No *Go to next question*
Yes What is the percentage of your (and/or your partner's) care for this child?

Your share Partner's share
 % %


91 Do you (and/or your partner) receive Family Tax Benefit for this child or these children?

- No Call the Family Assistance Office on **13 6150** or Centrelink on **1800 050 585**. You may be entitled to Family Tax Benefit or your child may be entitled to Youth Allowance or ABSTUDY.


Yes *Go to next question*

92 Do you (and/or your partner) receive a payment from any Commonwealth, state or territory government?

- No *Go to next question*
Yes

 Attach a letter or other document which shows the reference number and details for each payment (other than payments made by Centrelink).

93 Attach the following documents:

-  • a copy of your (and/or your partner's) personal income tax return(s) for the last 2 financial years.
• your latest business tax return(s) for the last 2 financial years – these include all farming and non-farming businesses that you (and/or your partner) have an interest in.
• your latest profit and loss statement(s) for all business(es) for the last 2 financial years.
• your latest balance sheet(s) for all business(es) for the last 2 financial years.

94 Is the current income from your farming enterprise different to that shown on your latest business tax return?

- No **Go to 96**
Yes *Go to next question*

95 Estimate the net income of your farming enterprise for this financial year.

Note: To assist in working out your estimate, Centrelink can provide you with a **Profit and Loss Statement form (SU580)** which can help you in your calculations. If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

Farming enterprise gross income	Farming enterprise expenses	Farming enterprise net income
\$ <input type="text"/>	- \$ <input type="text"/>	= \$ <input type="text"/>

If you have more than 1 farming enterprise, attach a separate sheet with details.

96 Is this farming enterprise a:

- Sole-trader
 Partnership
 Trust
 Company

97 Are you (and/or your partner) paid a wage or salary from your farming enterprise?

- No Go to next question
 Yes Give details below

You

Total weekly wage before tax	Is this wage fixed or variable from week to week?
\$ <input type="text"/>	fixed <input type="checkbox"/> variable <input type="checkbox"/>


Your partner

Total weekly wage before tax	Is this wage fixed or variable from week to week?
\$ <input type="text"/>	fixed <input type="checkbox"/> variable <input type="checkbox"/>

If you require more space, attach a separate sheet with details.

98 Are you (and/or your partner) paid a wage or salary from any other employment?

- No Go to next question
 Yes Give details below

 Attach your most recent payslip(s).

1 Employer's name

Address

 Postcode

Total weekly wage before tax	Is this wage fixed or variable from week to week?
\$ <input type="text"/>	fixed <input type="checkbox"/> variable <input type="checkbox"/>

Date work started	Who works for this employer?
<input type="text"/> / <input type="text"/> / <input type="text"/>	You <input type="checkbox"/> Your partner <input type="checkbox"/>

2 Employer's name

Address

 Postcode

Total weekly wage before tax	Is this wage fixed or variable from week to week?
\$ <input type="text"/>	fixed <input type="checkbox"/> variable <input type="checkbox"/>

Date work started	Who works for this employer?
<input type="text"/> / <input type="text"/> / <input type="text"/>	You <input type="checkbox"/> Your partner <input type="checkbox"/>

If you (or your partner) have more than 2 employers, attach a separate sheet with details.

99 In the last 12 months, have you (and/or your partner) received or do you (and/or your partner) expect to receive any leave entitlement or redundancy payments from any other employer you have worked for who is not associated with your business?

Include:

- annual leave
- maternity leave
- long service leave or sick leave you received when you stopped work
- entitlements that you cashed in before you stopped work
- money in a long-service leave fund or scheme that you have not cashed in.

No Go to next question

Yes



Attach documents which confirm your leave entitlements or redundancy payment (e.g. **Employment Separation Certificate** form (SU001) or a letter from your employer). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**.

100 Are you (and/or your partner) involved in any other type of business (excluding your farming business)?

Include:

- self-employed
- sole-trader
- partnership
- sub-contractor.

No Go to next question

Yes



You will need to complete and attach a **Business details** form (Mod F). If the business owns real estate you will also need to complete and attach a **Real estate details** form (Mod R) for each property. If you do not have these forms, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

101 Please read this before answering the following questions about compensation, insurance and/or damages.

Include:

- workers' compensation/damages as a result of a work injury
- third party damages as a result of a motor vehicle accident
- personal accident and sickness insurance or income replacement insurance
- sporting injury compensation
- public liability compensation
- medical negligence compensation
- damages paid to victims of crime or as a result of criminal injuries.

Have you (or your partner) ever **CLAIMED** or are you (or your partner) **ABLE TO CLAIM** compensation, insurance and/or damages?

No Go to next question

Yes



You will need to complete and attach a **Compensation and damages** form (Mod C). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

102 Are you (and/or your partner) **RECEIVING** or have you (and/or your partner) **EVER BEEN PAID** compensation, insurance and/or damages?

No Go to next question

Yes



You will need to complete and attach a **Compensation and damages** form (Mod C). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

103 In the last 5 years have you (and/or your partner) given away, sold for less than their market value, or surrendered a right to, any cash, assets, property or income?

Include forgiven loans and shares in private companies.

No Go to next question

Yes Give details below

1 What you gave away or sold for less than its market value (e.g. money, car, second home, land, farm)

Date given or sold	What it was worth	
/ /	\$	

What you got for it	Your share	Partner's share
\$	%	%

Was this gift to a Special Disability Trust (SDT) No Yes

2 What you gave away or sold for less than its market value (e.g. money, car, second home, land, farm)

Date given or sold	What it was worth	
/ /	\$	

What you got for it	Your share	Partner's share
\$	%	%

Was this gift to a Special Disability Trust (SDT) No Yes

If you (and/or your partner) have given away/sold for less than its market value more than 2 items, attach a separate sheet with details.

104 Please read this before answering the following question about the market value of household contents and personal effects.

The **current market value** of an item is what you would get if you sold it. It is not the replacement or insured value.

Include:

- all furniture (including soft furnishings such as curtains), antiques and works of art
- electrical appliances such as televisions and fridges
- jewellery for personal use and hobby collections (e.g. stamps, coins).

Do NOT include:

- fixtures such as stoves and built-in items.

What is your estimate of the current market value of your (and/or your partner's) household contents and personal effects?

Current market value	Amount owed
\$	\$
Your share	Partner's share
%	%

105 Do you (and/or your partner) own, partly own or have a financial interest in any motor vehicles, motor cycles or trailers?

No Go to next question

Yes Give details below

1 Type of asset (e.g. car) Make (e.g. Ford)

Model (e.g. Focus) Year

Current market value Amount owed

\$ \$

Your share Partner's share Farming enterprise share

% % %

2 Type of asset (e.g. car) Make (e.g. Holden)

Model (e.g. Astra) Year

Current market value Amount owed

\$ \$

Your share Partner's share Farming enterprise share

% % %

If you (and/or your partner) have more than 2 motor vehicles, motor cycles or trailers, attach a separate sheet with details.

106 Do you (and/or your partner) own, partly own or have a financial interest in any boats or caravans/motor homes?

Do NOT include:

- a boat or caravan you live in
- assets essential to the operation of your farming enterprise.

No Go to next question

Yes Give details below

1 Type of asset (e.g. boat) Make (e.g. Quintrex)

Model (e.g. Coastrunner) Year

Current market value Amount owed

\$ \$

Your share Partner's share Farming enterprise share

% % %

2 Type of asset (e.g. caravan) Make (e.g. Jayco)

Model (e.g. Heritage) Year

Current market value Amount owed

\$ \$

Your share Partner's share Farming enterprise share

% % %

If you (and/or your partner) have more than 2 boats, caravans or motor homes, attach a separate sheet with details.

107 Do you (and/or your partner) have a Farm Management Deposit?

No Go to next question

Yes  Attach documentation that shows the balance of this investment.

108 Do you (and/or your partner) have any managed investments in and/or outside Australia?

Include:

- investment trusts
- personal investment plans
- life insurance bonds
- friendly society bonds.


Do NOT include:

- conventional life insurance policies
- funeral bonds, superannuation or rollover investments.

APIR code – is commonly used by fund managers to identify individual financial products.

No Go to next question

Yes Give details below

 Attach a document which gives details (e.g. certificate with number of units or account balance) for each investment.

1 Name of company	
<input type="text"/>	
Name of product (e.g. investment trust)	Type of product/option (e.g. balanced, growth)
<input type="text"/>	<input type="text"/>
Number of units	APIR code (if known)
<input type="text"/>	<input type="text"/>
Current market value	Currency if not \$AUD
\$ <input type="text"/>	<input type="text"/>
Your share <input type="text"/> %	Partner's share <input type="text"/> %

2 Name of company	
<input type="text"/>	
Name of product (e.g. investment trust)	Type of product/option (e.g. balanced, growth)
<input type="text"/>	<input type="text"/>
Number of units	APIR code (if known)
<input type="text"/>	<input type="text"/>
Current market value	Currency if not \$AUD
\$ <input type="text"/>	<input type="text"/>
Your share <input type="text"/> %	Partner's share <input type="text"/> %

If you (and/or your partner) have more than 2 managed investments, attach a separate sheet with details.

109 Do you (and/or your partner) have any additional real estate?

Include:

- real estate in and/or outside Australia
- rental properties on your farming enterprise and elsewhere.

Do NOT include your farming enterprise and your home.

No Go to next question

Yes



You will need to complete and attach a **Real estate details** form (**Mod R**) for each property. If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

110 Please read this before answering the following question about **OTHER** income and assets.

Other income or assets include:

- shares
- outstanding loans to other people
- bonds, debentures or unsecured loans
- paid social security contributions in another country
- pensions or payments from other organisations (including from outside Australia)
- money you get from rent, boarders or lodgers
- pensions paid by Department of Veterans' Affairs, or other departments/organisations
- educational assistance (e.g. scholarships and bursaries)
- money you receive from a loan against your home (e.g. Home Equity Conversion Loan)
- insurance policies or income protection that can be cashed in
- any other income or assets (including investments from outside Australia) that you have not already told us about
- you and your partner's superannuation if over Age Pension age
- you and your partner's life insurance surrender value.

Do you (and/or your partner) have any other income or assets in and/or outside Australia?

No Go to next question

Yes



You will need to complete and attach an **Additional Income and Assets** form (**Mod iA**). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

111 Please read this before answering the following question about private trusts.

You (and/or your partner) may be, or have been:

- a trustee
- an appointor
- a beneficiary

OR have:

- made a loan to a private trust
- made a gift of cash, assets, or private property to a private trust in the last 5 years
- relinquished control of a private trust in the last 5 years
- a private annuity
- a life interest
- an interest in a deceased estate.

A private trust includes a non-complying Self Managed Superannuation Fund or a non-complying Small APRA Fund.

Are you or have you (and/or your partner) been involved in a private trust?

No **Go to 113**

Yes **Go to next question**

112 Is the private trust a Special Disability Trust (SDT)?

No  You will need to complete and attach a **Private Trust** form (Mod PT). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

Yes  You will need to complete and attach a **Special Disability Trust** form (Mod SDT). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

113 Please read this before answering the following question about private companies.

You (and/or your partner) may be, or have been:

- a director
- a shareholder

OR have:

- made a loan to a private company
- transferred shares in a private company in the last 5 years
- made a gift of cash, assets or property to a private company in the last 5 years.

Are you or have you (and/or your partner) been involved in a private company?

No **Go to next question**

Yes  You will need to complete and attach a **Private Company** form (Mod PC). If you do not have this form, call us on **1800 050 585** or go to our website at **www.centrelink.gov.au**

114 Which of the following forms, documents and other attachments are you (and/or your partner) providing with this form?

If you are not sure, check the question to see if you should attach the documents.

Where you are asked to provide documents, please attach original documents.

Proof of your identity
(For more information refer to the **Notes**)

Requested documents
(If you answered **question 9**)

Copies of your personal income tax returns, business tax returns, profit and loss statements, balance sheets of all business(es) for the last 5 years
(If you answered Yes at **question 10**)

Proof of bank balance
(at **question 18**)

Proof of Australian residence status
(If you answered No at **question 38** and/or **question 70**)

Authorising a person or organisation to enquire or act on your behalf form (SS313)
(If you answered Yes at **question 83**)

Payslip(s) for the last 8 weeks or a letter from each employer
(If you answered Yes at **question 86**)

Proof of bank balances
(at **question 87**)

Letter or other document which shows details of other payments received
(If you answered Yes at **question 92**)

Copies of your latest personal income tax returns, business tax returns, profit and loss statements, balance sheets of all business(es) for a 2 year period
(at **question 93**)

Your most recent payslip(s)
(If you answered Yes at **question 98**)

Documents which confirm your leave entitlements and/or redundancy payment OR **Employment Separation Certificate** form (SU001)
(If you answered Yes at **question 99**)

Business details form (Mod F) and **Real estate details** form (Mod R)
(If you answered Yes at **question 100**)

Compensation and damages form (Mod C)
(If you answered Yes at **question 101** and/or **question 102**)

Documents that shows the balance of any Farm Management Deposit
(If you answered Yes at **question 107**)

Managed investment certificates or similar documents
(If you answered Yes at **question 108**)

Real estate details form (Mod R) for each property
(If you answered Yes at **question 109**)

Income and Assets form (Mod iA)
(If you answered Yes at **question 110**)

Private Trust form (Mod PT)
(If you answered No at **question 112**)

