



ACT Revenue Office

Department of Treasury

Annual Review of Eligibility for Discounted Land Rent Form must be submitted between 1 July and 30 September

NOTE

- **Lessees** must read the 'Terms and Conditions' at the end of this form. The meaning of words in **bold** is provided in the 'Terms and Conditions'.
- **Lessee** includes all lessees and all lessees must complete and sign the form. If there are more than two lessees, an additional form must be completed and attached to the original form.
- **Lessees** must provide the required details and must complete all sections of the form. Incomplete declarations or declarations without the required supporting information may result in discontinuation of the discount rate of land rent.

Details for lessee 1 (primary contact)

| Personal details | | |
|------------------|---------------|-------------|
| Title | Given name(s) | Family name |
| | | |

| Current residential address | | | |
|-----------------------------|--------|-------|----------|
| Street Address | Suburb | State | Postcode |
| | | | |

| Contact details | |
|-----------------|-------|
| Telephone | Email |
| | |

Details for lessee 2

| Personal details | | |
|------------------|---------------|-------------|
| Title | Given name(s) | Family name |
| | | |

| Current residential address | | | |
|-----------------------------|--------|-------|----------|
| Street Address | Suburb | State | Postcode |
| | | | |

Details of property subject to Land Rent

| Suburb | Section | Block | Street address | Postcode |
|--------|---------|-------|----------------|----------|
| | | | | |

PRIVACY STATEMENT

All information collected by the ACT Revenue Office is protected by secrecy provisions in Acts administered by the Office and only used for the purposes of those Acts. In addition, personal information provided to the ACT Revenue Office is protected by the *Privacy Act 1988* (Commonwealth). Information (including personal information) is not disclosed to any third party unless authorised by law or with the consent of the person involved.

Canberra Nara Centre 1 Constitution Avenue Canberra ACT 2601
PO Box 252 Civic Square ACT 2608
Tel: (02) 6207 0115 Fax: (02) 6207 0036
<http://www.revenue.act.gov.au>
ABN: 45 096 207 205

Authorised by the ACT Parliamentary Counsel—also accessible at www.legislation.act.gov.au

Section 1 Eligibility

| | |
|--|--|
| Does the total income of all lessees exceed the income threshold amount ? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Do any of the lessees own any other real property other than the subject property? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Does at least one lessee occupy the property as his/her principal place of residence? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| How many dependent children do the lessees have? (circle one) | 0 1 2 3 4 5 or more |

Section 2 Dependent children

| First Name and Surname | Date of birth (dd/mm/yy) | First Name and Surname | Date of birth (dd/mm/yy) |
|------------------------|--------------------------|------------------------|--------------------------|
| 1. | | 4. | |
| 2. | | 5. | |
| 3. | | 6. | |

Section 3 Income details

NOTE You must list your **total income** from all sources received during the **year** prior to the date of the review, excluding non-assessable Eligible Termination Payments such as those made for years of service under a bona fide redundancy package. You must also attach supporting documentation for the income you declare e.g. copy of income tax return for previous financial year, pay slips for previous financial year, Centrelink statements for previous financial year

Income details for lessee 1

| Total income as shown on | Name of employer | Prior year income |
|--------------------------|------------------|-------------------|
| Last income tax return | | |
| Centrelink statements | | |
| Other income statements | | |
| Other | | |
| Total | | |

Income details for lessee 2

NOTE Use an additional form if there is income from any other person

| Total income as shown on | Name of employer | Prior year income |
|--------------------------|------------------|-------------------|
| Last income tax return | | |
| Centrelink statements | | |
| Other income statements | | |
| Other | | |
| Total | | |

| Office use only | Lessee 1 | \$ |
|-----------------|------------------------------|----|
| | Lessee 2 | \$ |
| | Total Income for all sources | |

Section 4 Declaration and undertaking

NOTE All lessees must sign

I/we

of being the lessee/s, declare that:

1. by signing this form I am making a declaration of my continuing eligibility for discounted land rent;
2. all of the information in this declaration including any attachments is true and correct, and to the best of my knowledge, no information relevant to the consideration of my declaration has been omitted;
3. the income details I have provided are an indication of my usual income (attach copies);
4. I have read and understood the 'Terms and Conditions' at the end of this form and I understand that, depending on the circumstances, interest may apply to any underpayment of Land Rent.

I understand that giving false or misleading information is a serious offence under the *Criminal Code 2002*.
I also acknowledge that I have read and understood the Privacy Statement.

| | |
|-----------------|-------|
| Lessee 1 | |
| Signature: | Date: |
| Lessee 2 | |
| Signature: | Date: |

GIVING FALSE OR MISLEADING INFORMATION IS A SERIOUS OFFENCE (section 338 *Criminal Code 2002*)

| | | | |
|------------------------|------------------|--------------------------|----------|
| Office use only | Delegate name | Signature | Date |
| | | | |
| | Unimproved value | Land rent account number | Approved |
| | \$ | | Rejected |

Terms and Conditions

Annual Review of Eligibility for Discounted Land Rent

NOTE Each **lessee** MUST read and understand this information before completing and submitting the declaration form.

Conditions

- Declarations about a lessee's continuing eligibility for **discounted land rent** may only be made on a single dwelling house land rent lease granted under the *Planning and Development Act 2007*.
- The declaration for the annual review of a **lessee's** continuing eligibility for **discounted land rent** must be made between 1 July and 30 September each year.
- To be eligible for a further term of **discounted land rent**, all **lessees** must meet the following criteria:
 - the lessee, or any of the lessees, must not own other real property; and
 - the total income of the lessee, or all of the lessees, must not exceed the **income threshold amount**; and
 - the lessee, or at least 1 of the lessees, must live on the property under the land rent lease.
- All **lessees** of the property must lodge an Annual Review of Eligibility for Discounted Land Rent Form to demonstrate their continuing eligibility for **discounted land rent**.
 A lessee who is determined to be ineligible for **discounted land rent** because the total income of the **lessee**, or all of the **lessees**, exceeds the **income threshold amount**, will commence paying Land Rent at the standard (non-discounted) rate from 1 October after the Annual Review period (1 July to 30 September).
 Loss of eligibility for discounted land rent because one of the **lessees** becomes the owner of other real property or all of the **lessees** stop living on the subject property will result in Land Rent being payable at the standard rate, effective from the 1st quarter after the circumstance has occurred.
- **Lessees** acknowledge that if a land rent lease is transferred, land rent will be payable at the standard percentage of the unimproved value of the property under the land rent lease.
- **Lessees** acknowledge that interest will accrue on the amount of unpaid Land Rent at the **determined rate** from the day the amount becomes payable until the day the amount is paid. If an amount remains unpaid for part of a month then interest is payable for the whole of the month. For example:
 Andrew's land rent is due on 1 April. He doesn't pay it until 15 May. Andrew has to pay interest worked out for the overdue period from 2 April to 15 May. Because of the operation of section 22 (2) of the *Land Rent Act 2008*, Andrew has to pay interest for the period 2 April to 1 June.
- **Lessees** acknowledge that any outstanding land rent or interest will be held as a charge against the property under the land rent lease.
- **Lessees** acknowledge that all outstanding Land Rent and interest must be paid in full prior to the property being sold.
- **Lessees** will be notified in writing whether or not their continuing eligibility for discounted land rent has been approved.
- **Lessees** are required to notify the ACT Revenue Office if they no longer reside in the property, or become the owner of other real property, within 30 days of the change in circumstance.
- **Lessees** acknowledge that **giving false or misleading information is a serious offence** under the *Criminal Code 2002* and that the ACT Revenue Office may prosecute any lessee who provides false or misleading information in a declaration.

Terms

| | |
|--------------------------------|---|
| Dependent Child | has the same meaning as in the <i>Social Security Act 1991</i> (Cth) |
| Determined Rate | in relation to interest, means the rate determined under s 139 of the <i>Taxation Administration Act 1999</i> |
| Discounted Land Rent | refers to the discount granted under part 3 of the <i>Land Rent Act 2008</i> |
| Income Threshold Amount | means the income threshold amount with reference to the number of dependent children the lessees have as specified in the instrument applicable at the time of declaration: see copy of the instrument at www.revenue.act.gov.au |
| Lessee | Lessee refers to all individuals who appear on the land rent lease. Lessee includes all lessees. |
| Total Income | means the total income of all persons named on the land rent lease, transfer or agreement for transfer of the subject property |
| Year | means a financial year |