

We understand that sometimes there may be reasons for you to be away, such as leaving home for a holiday or a hospital stay. Here is what happens if you are going away from your home:

What do I have to do?

Tenants who will be away from their property for more than six (6) weeks will need to apply to Housing Plus for approval for such absence (even if authorised occupants will continue to live in the home).

Each case will be assessed on the Tenants circumstances and the following information:

- The reason for the absence
- The length of time the Tenant will be away
- Who will look after the property
- These include times that you might need to travel for a long time or care for family.

Please let Housing Plus know as soon as possible if you will be away from your home for a long period of time.

During the time you are away from your home, **the Tenant is required to appoint a responsible person over the age of 18 to act on their behalf.** This person is called the Tenants Agent. This person must inspect the property to make sure it is maintained as per the Residential Tenancy Agreement. **The Appointing an Agent form needs to be completed** by both the Tenant and the responsible person and returned to Housing Plus.



If the absence is greater than three months Housing Plus may ask the Tenant to hand the property back if they are the sole occupant, or Housing Plus may terminate your agreement.



In some cases Tenants may apply for a rent reduction if they will not receive an income (for example during imprisonment) or are required to pay for accommodation costs (for example attending a rehabilitation program). In both cases, Tenants are required to provide evidence of either the period they will be in prison or the costs of the rehabilitation program.



Tenants may appeal a decision made by Housing Plus to refuse a request for an absence from their property. This information will be provided at the time the Tenant is notified of the refusal.

