

Housing Plus requires a completed transitional nomination form within 14 days of Housing Plus notifying you that we have a vacant transitional property, ready for a new tenant. If you are unable to provide this nomination within the time frames as per the Service Level Agreement, you will be charged market rent until the property is tenanted.

Documents required by Housing Plus with a Nomination

- Housing Plus transitional nomination form.
- Client ID.
- Income information.
- Centrelink Multiple Consent Form signed.
- Evidence that the client has a live Social Housing Application E.g. Application number
- Risk Assessment.
- Detailed Support Plan.

New Termination Laws

Housing Plus is no longer able to end a tenancy at the end of the fixed term period. If you require the tenant to vacate the property, you must provide Housing Plus with a request to terminate in writing with the reasons for the termination.

New Pet Laws

An application for a pet must be provided to Housing Plus prior to any animal living on the premises. This includes all animals e.g. cats, dogs, birds, fish, rabbits and reptiles. Approval is at the discretion of the landlord.

Actions required by you during the tenancy

- Complete weekly home visits.
- Completed and signed Property Checklists with the tenant after each home visit. The property checklist will be shared with Housing Plus, to confirm that the tenant is looking after the property.
- Ensure that any damage to the property or maintenance is reported immediately to Housing Plus, by phoning Report a Repair on 1800 603 300.
- Assist the tenant to actively apply for private rentals.
- Discuss any concerns raised by Housing Plus with the tenant.
- Work with the tenant to rectify any breaches of their Residential Tenancies Agreement.

