

1. APPLICANT

My name is _____

My address is _____

_____ P/Code _____

My occupation is _____

I ask that the application fee payable on my application be waived on the grounds that the payment either in full or in part would cause me financial hardship.

2. EMPLOYMENT

Are you currently employed?

YES [] (if "yes" please complete this section)

NO [] (if "no" go to part **3 'Other Income'**)

I am employed by _____

My employer's address is _____

My income after tax is \$ _____ per fortnight

3. OTHER INCOME

Do you receive any other income in addition to that shown above?

YES [] (if "yes" please complete this section)

NO [] (if "no" go to part **4 'Summary of Income'**)

The details of any income I receive (including maintenance payments for myself or my children, Family Allowance, rent or board) are as follows:

Nature of income

_____ \$ _____ per fortnight

_____ \$ _____ per fortnight

_____ \$ _____ per fortnight

_____ \$ _____ per fortnight

Total \$ _____ per fortnight

4. SUMMARY OF INCOME

The total amount of income I receive per fortnight is as follows:

Employment (from 2 above) \$ _____ per fortnight
Other income (from 3 above) \$ _____ per fortnight
Total \$ _____ **per fortnight**

5. EXPENSES

I have _____ dependants (if dependants have a separate income please show the amount received fortnightly after tax)

I am committed to the following fortnightly expenses:

Rent/mortgage/Board \$ _____ per fortnight
Credit card/HP/Loan repayments \$ _____ per fortnight
Living expenses eg. food, clothing, gas, electricity, fares, phone, etc \$ _____ per fortnight
Other (please specify) \$ _____ per fortnight
\$ _____ per fortnight
\$ _____ per fortnight
Total \$ _____ **per fortnight**

6. SAVINGS

Do you have any savings?

YES [] (if "yes" please complete this section)

NO [] (if "no" go to part 7 'Other Assets')

The details of my bank accounts, credit union accounts, investment accounts etc are as follows (please indicate joint accounts by putting (J) next to the account number)

Account number	Name of institution	Current balance
		\$
		\$
		\$

Note: Interest from these accounts should be included in 3 Other Income

7. OTHER ASSETS

Do you have any other assets? Assets can be things like blocks of land, houses, cars, boats, shares etc

YES [] (if "yes" please complete this section)

NO [] (if "no" go to **8 'Other Information'**)

The assets I have are as follows (if ownership of any of your assets is shared with another person show what share you have eg half share in)

Description of assets	Estimated net value
	\$
	\$
	\$
	\$
	\$

8. IS THERE ANY OTHER INFORMATION ABOUT YOU, OR YOUR DEPENDANTS' CIRCUMSTANCES, WHICH YOU BELIEVE SHOULD BE TAKEN INTO ACCOUNT IN DECIDING YOUR REQUEST?

YES [] (if "yes" please set out the information on a separate sheet and attach it)

NO [] (if "no" go to **9 'Declaration'**)

9. DECLARATION

I declare to the best of my knowledge and belief the information set out in this application is true and that, where any estimate is given, it is given in good faith. I understand that if I knowingly make an untrue representation or statement to receive a benefit or advantage from the Commonwealth, I am guilty of an offence, and if found guilty I may be imprisoned for up to two years or fined.

Applicant's signature _____

Date _____

10. FOR AGENCY USE ONLY

The application fee/charges to which this application relates is waived/not waived

Authorised Officer _____

Date _____