

Shire of Katanning Independent Living Units Kaatanup Loop, Piesse Lake, Katanning

Application Guidelines

To apply for one of the Shire of Katanning's Independent Living Units, you need to complete a Shire of Katanning Housing Assessment Form.

To be eligible for you must meet the WA Housing Authority's Eligibility Criteria, before an offer is made.

You will be asked to supply proof of identity and proof of income for all householders when lodging your application. Original identification documents should be provided in person or a certified copy can be posted in the mail.

After you have completed an Assessment Form and you have demonstrated that you meet the eligibility criteria, you will be provided with an Application Form. If you have not already provided evidence, proof of identify and income documents must be provided with your application form. You can lodge the application at the Shire of Katanning Administration and Civic Centre, 52 Austral Tce, Katanning, or via post.

Eligibility Criteria

Applicants are required to comply with the Housing Authority Eligibility Policy, which includes the following:

- be an Australian citizen or permanent resident;
- an applicant or applicants must be 65 years or over (non-indigenous decent); or
- 55 years or over (Indigenous Australian decent).

Income Eligibility Limits

To be eligible the combined weekly gross income of applicant, partner and co-applicant must be below the following limits.

NUMBER OF PEOPLE IN HOUSEHOLD	SINGLE INCOME	DUAL INCOME
1	\$470	-
2	\$620	\$735
3	\$735	\$855

Assets Criteria

Applicants must not own or be part owner of property or land.

Applicants must conform to the eligibility criteria relating to cash assets. Current criteria are:

- \$38 400 single applicant.
- \$63 800 per couple.
- \$80 000 Seniors 60 years plus (singles or couples)

Documents Required with Application

You will need to provide the following documentation when lodging your application:

Proof of Income

- Pension or Benefit
- Provide proof of income for yourself and your partner or co-applicant. (Income statement from Centrelink or Department of Veterans Affairs no more than 4 weeks old).
- Wage and Salary Earner
- Employer Income Verification Statement completed by employer or consecutive wages slips for the past three months.

Self- Employed

Tax assessment from the Australian Taxation Office for the last financial year or proof of income for the past three months.

Rental History

- You will need to provide one of the following documents:
- Written reference from previous landlord
- Copy of current rental report
- Copy of current or previous rates notice no more than 12 months old

Proof of Identity

Applicants are responsible for establishing their identity and that of their dependents. To prove your identity,

you are required to supply documents from the listed below.

If you are Aboriginal or a Torres Straits Islander and cannot supply these documents, a statement from a recognised Aboriginal organisation confirming your identity is acceptable.

Please provide either:

One (1) document from Category A and one (1) document from Category B or C

OR

If you have no Category A documents, any three (3) documents from either Category B or C will be required.

Category A

- Australian passport or overseas passport stamped for residency to Australia
- Certificate of Australian Citizenship or Citizen Papers
- Birth certificate or extract issued at least five years ago
- Overseas passport stamped for entry to Australia
- Original Australian birth certificate for claimant issued more than five years ago
- Australian birth extract issued more than five years ago

- Document of identity issued by Department of Foreign Affairs
- Australian Armed Services discharge documents

Category B

- Original Marriage Certificate issued by a Government Department
- Apprenticeship indenture papers
- Tradesperson's Certificate of Proficiency
- Nurses Registration Board documents
- Divorce papers
- Original Birth Certificate or Extract issued between one and five years ago
- Australian Birth Extract issued between one and five years ago
- Tax Assessment Notice
- Life Insurance Policies
- Change of name by Deed Poll more than 12 months old.

Category C

- Reference or letter from a government department where address matches that on the application
- Bank statement showing transactions for 12 months
- Gas, electricity and phone bills where address matches that on the application
- Motor Vehicle registration or license where address matches that on the application

Applications can be lodged via one of the following:

In person: Shire of Katanning Administration and Civic Centre
52 Austral Terrace, Katanning

By post: Shire of Katanning
PO Box 130, Katanning

Street Address: 52 Austral Terrace, Katanning WA 6317
Postal Address: PO Box 130, Katanning WA 6317
Phone: 9821 9999 Email: admin@katanning.wa.gov.au
Website: www.katanning.wa.gov.au
www.facebook.com/ShireOfKatanning

