

Application Form and Lodgement Guide

Note:

- This form applies to agreements or transfers executed **on or after 21 October 2009**.
- This form must be completed by **all** eligible purchasers and their spouse.
- Before completing the application, each person should read the information contained within the form and the First Home Benefits factsheet.
- Where a First Home Plus application is approved and a new purchaser is subsequently added or substituted prior to settlement, a new application form will need to be completed by the additional or substituted purchaser and their spouse.
- Eligible purchasers claiming an exemption or concession, together with their spouse, must provide Proof of Identify documentation at the time of lodgement. See page 3.
- Additional evidence may be required at a later date to substantiate the claim for the exemption or concession.
- Where applications are found to be false, a substantial penalty or prosecution may apply.

Lodgement guide

The information in this lodgement guide is for general guidance only.
Before lodging the application, remove pages 1 to 3 and keep for your reference.

How to apply

- You may apply by lodging an application with your solicitor or conveyancer, or
- Through any branch of the Office of State Revenue.
- All relevant documents (agreement for sale and/or transfer) must be submitted at the time of lodgement.

Contact details

Phone: 1300 130 624* (8.30 am – 5.00 pm, Monday to Friday)
Website: www.osr.nsw.gov.au
Email: first.home.benefits@osr.nsw.gov.au

*Interstate clients call (02) 9689 6200
Help in community languages is available.

OFFICES (8.30 am – 4.30 pm, Monday to Friday)

Parramatta

Lang Centre, cnr Hunter & Marsden Streets
GPO Box 4042, Sydney NSW 2001
DX 456 Sydney

Newcastle

Level 2, 97 Scott Street
PO Box 511, Newcastle NSW 2300
DX 7860 Newcastle

Wollongong

Level 6, 90 Crown Street
PO Box 666, Wollongong NSW 2520
DX 5245 Wollongong

Eligible purchasers

An eligible purchaser is a purchaser who has not, and whose spouse has not:

- at any time owned (either solely or with someone else) residential property in Australia other than property owned solely as trustee or executor
- previously received an exemption or concession under First Home Plus.

Note: If the spouse of a purchaser has previously owned residential property or previously received an exemption or concession under First Home Plus, the purchaser is not eligible for the full or proportionate concession regardless of whether the spouse is or is not also a purchaser.

Eligibility criteria

To be eligible for First Home Plus:

- the agreement or transfer must be for the whole of the property or, if the property is a parcel of land on which two or more homes are built or are being built, for that part of the land that is an exclusive occupancy
- all eligible purchasers must be natural persons (ie not a company or trust) and at least 18 years of age at the date of the agreement or transfer

- at least one eligible purchaser must be an Australian citizen or permanent resident at the date of the agreement or transfer
- eligible purchasers must together acquire an interest of at least 50 per cent.

Note: If persons who are not eligible purchasers are acquiring more than 5 per cent but not more than 50 per cent, the concession is reduced in proportion to the interest acquired by the person(s) who are not eligible purchasers.

Residence requirement

- The home must be occupied by at least one of the eligible purchasers as his or her principal place of residence for a continuous period of at least 6 months, with that occupation starting within 12 months after completion of the agreement or transfer. Where at least one eligible purchaser was a member of the permanent forces of the Australian Defence Force and **all** eligible purchasers were enrolled on the NSW electoral roll as at the date of the agreement or transfer, the residence requirement does not apply
- In the case of vacant land, the Chief Commissioner must be satisfied the vacant block of land is intended to be used as the site of a home to be occupied as the principal place of residence of one of the eligible purchasers.

Terms used

Australian citizen

An Australian citizen as defined in the *Australian Citizenship Act 1948*.

Certified Copy

A true copy of an original document that has been sighted and certified by an acceptable person* and noted as follows: 'I certify that I have sighted the original document and this is a true copy of it'. This certification must have the certifier's name, title, registration number (where applicable) and be signed and dated.

*An acceptable person who may certify documents for the purpose of the First Home Plus Scheme are: legal practitioner, justice of the peace (JP), magistrate, notary public, police officer, dentist, veterinary practitioner, pharmacist, certified practising accountant, licenced conveyancer, Commissioner for Declarations, member of parliament, minister of religion, medical practitioner, officers of OSR.

Completion

An agreement or transfer is completed when a purchaser becomes entitled to possession of the home and, if the interest acquired is registrable under a law of the State, the purchaser's interest is registered.

Dutiable value

The greater of the consideration (purchase price) for the dutiable transaction and the value (determined without regard to any encumbrance) of the dutiable property.

Exclusive Occupancy

Land is an exclusive occupancy if the person acquiring the land will be entitled to occupy the home as a place of residence to the exclusion of other persons who occupy the other home or homes built on the land.

Terms used (cont.)

Permanent forces of the Australian Defence Force

Comprises of members of the Regular Army, the Permanent Navy or the Permanent Air Force. It does not include a member of the Army Reserve, Naval Reserve or Air Force Reserve.

Permanent resident

A person who holds a permanent residency visa (under Section 30 of the *Migration Act 1958* of the Commonwealth (Cwth)) or a New Zealand citizen who is the holder of a special category visa (under Section 32 of the *Migration Act 1958* of the Cwth).

Principal place of residence

The home you primarily reside in.

Purchaser

Includes a transferee.

Residential property

Land on which there is a building that is lawfully occupied as a place of residence, or suitable for occupation as a place of residence, or a company title dwelling.

Spouse

The person to whom the applicant is married or living with as a couple in a de facto relationship (including same sex relationships) as defined in the *Property (Relationships) Act 1984*.

Note: There is no minimum period of cohabitation needed to establish a de facto relationship under the *Property (Relationships) Act 1984*.

Title reference

The way the land is identified or referred to in the title documents, for example, folio identifier, volume and folio, lot number and deposited or strata plan number, book and number.

Supporting evidence

Australian Defence Force residence requirement exemption

If you are seeking exemption from the Residence Requirement, provide a certified copy of a document issued by the Australian Defence Force which shows that at least one of the eligible purchasers was a member of the permanent forces of the Australian Defence Force, at the date of the agreement or transfer.

Proof of identity:

Each *eligible purchaser* and their *spouse* must satisfy each POI category. As a minimum, separate documents must be provided for categories 1, 2 and 3 for each person. A category 4 document is only required where the current residential address is not shown in a category 2 or 3 document.

For a complete list of acceptable documents, refer to the First Home Benefits – Proof of Identity Documents information sheet included with this Application Form or available from www.osr.nsw.gov.au

If you are unable to provide a document for a POI category contact OSR. Refer to page 1 for contact details.

When lodging your application with your solicitor, conveyancer or in person with OSR you will need to provide certified copies of all required documents.

Note: If the name on any of the documents presented is different to the name of the *eligible purchaser* or *spouse*, evidence of a change of name must be provided, eg certified copy of marriage certificate, divorce certificate, change of name certificate, etc.

PRIVACY STATEMENT

The information in this form is required by the Office of State Revenue (OSR) to determine your eligibility for a concession or exemption under the FHPlus Scheme. By submitting this form, you consent to OSR using the information to process your application.

Your application will be retained by either OSR or your solicitor or conveyancer. Information will only be used and disclosed as required or permitted by law, or with your consent.

An individual may review and update personal information held by OSR by contacting the office.

Office of State Revenue: ISO 9001 – Quality Certified

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First Home Benefits Proof of Identity Documents



Office of
State Revenue

Note:

- This information sheet provides a list of acceptable documents for each category of identification mentioned in the First Home Owner Grant (FHOG) and First Home Plus (FHP) application forms
- **Certified copies are required for all Proof of Identity (POI) documents.** Refer to the application form for a list of people who can certify copies.

Each applicant and their spouse/de facto partner must satisfy each POI category. As a minimum, separate documents must be provided for categories 1, 2 and 3 for each person. A Category 4 document is only required where the current residential address is not shown in a category 2 or 3 document.

The documents listed below are the preferred POI documents.

Category	Documents satisfying the objective	Comments
Category 1 Documents (Primary Identity Document - Mandatory)	If born in Australia: <ul style="list-style-type: none"> ▪ An Australian birth certificate If born Overseas: <ul style="list-style-type: none"> ▪ Foreign Passport* and Visa used for entry into Australia[^]# 	NB: Evidence of Change of Name is required if the name on any document presented is different to the name provided in the application. That is a link between former name and current name (eg: Marriage Certificate or Change of Name Certificate issued by the NSW Registry of Births, Deaths and Marriages). * Where you are unable to provide your foreign passport refer to the list below for all acceptable documents. [^] New Zealand citizens only need to produce their New Zealand passport as a Special Category Visa is issued upon arrival into Australia and this visa is electronically recorded. # Where your visa label is not placed on your passport please confirm your current visa details by providing a printout from the Visa Entitlement Verification Online (VEVO) service available from DIAC's website at: www.immi.gov.au/e_visa/vevo.htm
Category 2 Documents (Photo and Signature – Mandatory)	<ul style="list-style-type: none"> ▪ Australian driver's licence (current) ▪ Passport (current) ▪ Firearms licence (current) ▪ Proof of Age Card 	
Category 3 Documents (Operating in Community – Mandatory)	<ul style="list-style-type: none"> ▪ Medicare card ▪ Motor Vehicle Registration ▪ Centrelink or Department of Veterans Affairs Card ▪ Security guard/crowd control licence ▪ Tertiary education institution ID card 	
Category 4 Documents (Current residential address – only required if not shown in category 2 or 3 documents)	<ul style="list-style-type: none"> ▪ Utility documents of residential address ▪ Insurance Policy with current residential address ▪ Statement of Account from a Financial Institution 	

Please find below a Comprehensive List of all Acceptable POI Documents by Category

Category 1 – Primary Identity Document	
Document	Explanation / Description
If born in Australia Australian birth certificate	Australian Birth Certificate issued by Registry of Births Deaths & Marriages
If born overseas Foreign passport	<ul style="list-style-type: none"> ▪ Foreign Passport and Visa used for entry into Australia ▪ Citizenship Certificate ▪ Permanent Resident Certificate ▪ Permanent Resident Visa ▪ Certificate of Evidence of Residence Status

Category 2 – Linkage between identity and person (photo and signature) – at least one of the following	
Document	Explanation/Description
Australian driver's licence	Current driver's licence, learners permit or provisional licence in your name
Australian passport	Current Australian passport in your name. Lapsed Australian passports must not be used
Certificate of Identity	Certificate of Identity issued by Department of Foreign Affairs or DIAC for one time use by Australians travelling overseas
Firearm or shooters licence	Current shooters or firearms licence
Overseas passport	Current passport in your name and Visa for entry into Australia
Photo ID Card	Current Photo ID Card issued in your name (eg NSW photo card issued by Roads and Traffic Authority)

Category 3 – Evidence of identity operating in the community – at least one of the following	
Document	Explanation/Description
Change of Name	Change of Name Certificate issued by a Registry of Births Deaths and Marriages. Only in cases other than Change of Name by Marriage
Australian Marriage Certificate	Original Australian Marriage Certificate (full) Issued by State Government agency. Not church or celebrant issued
Australian divorce papers	Original Australian divorce papers
Centrelink or Department of Veterans Affairs Card	Current Centrelink or Department of Veterans Affairs Card in your name
Share certificates	Share certificate issued in your name
Term deposits	Term deposit notice in your name
Other financial papers	Other financial papers or documents in your name such as superannuation statements
Health Insurance card	Current health insurance card showing your name
Medicare card	Medicare card showing your name
Trade certificate	Original Australian trade certificate in your name
Registration certificate from a professional board	Registration certificate from a National or State/Territory Professional Registration Board eg: Doctors , Nurses, Dentists, Physiotherapists and Accountants
Motor vehicle registration	Current motor registration showing your name and current address
Defence discharge	Australian Armed Services Discharge papers
Motoring Association Card membership	Current membership card or documents issued in your name: NRMA, RACQ, RACV, RAA, RACT, RAC (WA), AANT
Education institution ID card	Current education institution ID card issued in your name
Credit/Debit Card	Current card issued by your financial institution showing your name

Category 4 – Evidence of current residential address – not required if current residential address is shown in a Category 2 or 3 document	
Document	Explanation/Description
Rates notice	Current rates notice in your name and current address
Mortgage papers	Legally drawn mortgage papers showing your name and current address
Insurance Policy	Insurance Policy or renewal in your name and current address
Lease or tenancy agreement	Formal lease or tenancy agreement in your name and current address
Utility account	Current utility account eg gas, water, electricity or phone (not mobile phones) in your name and current address
Bank account statement	Statements for current passbook/credit card, ATM or Cheque Account at Financial Institution in your name and current address
Electoral enrolment	Proof of electoral enrolment – card issued in your name and current address
Work notice/reports/reference	Termination notice, report or reference from employer in your name and current address. To be verified with employer

Note: If you are unable to provide a document for a POI category contact OSR.

Application Form

Note:

- This application must be completed in full and signed in blue or black ink.
- Read the lodgement guide for explanations of terms used.
- There are significant penalties for making a false or misleading statement, as well as possible prosecution.
- Please answer all questions and cross the appropriate boxes.
- Your application might not be approved, and the documents may be assessed to full duty, if all supporting evidence is not lodged.

Application ID

SECTION 1 Eligibility criteria

Note:

- Eligibility is determined at the date of the agreement or transfer
- All applicants and their spouse must be considered when answering eligibility questions.

Eligibility checklist

1. Has each eligible purchaser and their spouse **never** owned residential property in Australia either solely or with someone else?

YES

NO

Note: The holder of a leasehold interest by the Commonwealth in ACT residential property is taken to have owned that property.

2. Will this be the first time each eligible purchaser or their spouse has received an exemption or concession under the First Home Plus Scheme?

YES

NO

3. Will the property be occupied by at least one of the eligible purchasers as their principal place of residence for a continuous period of 6 months commencing within 12 months from the date of completion of the agreement or transfer, or in the case of vacant land, one of the eligible purchasers intends to occupy a home on the site?

YES

NO

Note: You do not need to answer this question if at least one of the eligible purchasers was a member of the permanent forces of the Australian Defence Force and **all** eligible purchasers were enrolled on the NSW electoral roll as at the date of the agreement or transfer.

4. At the date of the agreement or transfer, was at least one of the eligible purchasers an Australian citizen or permanent resident?

YES

NO

5. At the date of the agreement or transfer, were all eligible purchasers over the age of 18 years?

YES

NO

If you answered 'YES' to **all** the above questions, you may be entitled to an exemption or concession under First Home Plus.

SECTION 2 Lodging details

Applicant's name		Agent number (if registered)	
DX number	Location		
Lodging party name			
Postal address			
Suburb	State	Postcode	

SECTION 3 Property and transaction details

Transaction details

Date of agreement for sale or transfer (dd/mm/yyyy)

Private Dwelling* Vacant Land

Dutiable value \$ Vendor's name

* If a private dwelling, date of occupation or intended occupation of the property as a principal place of residence (dd/mm/yyyy)

Property details

Lot no. Section no. Plan type* Plan no.

* Enter DP for Deposited Plan; SP for Strata Plan; Other if not DP or SP and enter the other details under Plan no.

Unit/Street no. Street name

Suburb/town State Postcode

SECTION 4 Purchaser details

A purchaser who is the spouse of an eligible purchaser must be listed as an eligible purchaser, not an 'Other purchaser'. Each joint purchaser should be listed separately. For example, list 2 joint tenants as each having a 50 per cent interest.

Eligible purchaser's name(s)	Interest being acquired (to 2 decimal places)
	%
	%
	%
	%
Eligible purchasers' interest (subtotal)	%
Other purchaser's name(s)	
	%
	%
Other purchaser's interest (subtotal)	%
	100.00 %

Note: If the other purchasers' interests total 5 per cent or less, the eligible purchasers are entitled to the full First Home Plus exemption or concession. If the first home buyer's spouse has previously owned a home or received a benefit under First Home Plus, the first home buyer will not be eligible for benefits regardless of whether the spouse is also a purchaser.

SECTION 5 Eligible purchaser details

Note:

- All eligible purchasers must complete this section
- If there are more than two eligible purchasers, please complete and attach an additional application form.
- Each eligible purchaser must sign the 'Declaration by eligible purchaser' in Section 7.

	Eligible purchaser 1 (Contact person)	Eligible purchaser 2
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr
First name	<input type="text"/>	<input type="text"/>
Middle name(s)	<input type="text"/>	<input type="text"/>
Family name	<input type="text"/>	<input type="text"/>
Name on birth certificate (if different from above)	First name <input type="text"/>	First name <input type="text"/>
	Middle name(s) <input type="text"/>	Middle name(s) <input type="text"/>
	Family name <input type="text"/>	Family name <input type="text"/>
Have you ever used any name other than the name(s) declared above?	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No
	<input type="text"/>	<input type="text"/>
Date of birth (dd/mm/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Place of birth	State/Territory <input type="text"/>	State/Territory <input type="text"/>
	Country <input type="text"/>	Country <input type="text"/>
Daytime phone number	(<input type="text"/>) <input type="text"/>	(<input type="text"/>) <input type="text"/>
Email address	<input type="text"/>	<input type="text"/>
Current residential address	Street no. <input type="text"/>	Street no. <input type="text"/>
	Street name <input type="text"/>	Street name <input type="text"/>
	Suburb/town <input type="text"/>	Suburb/town <input type="text"/>
	State <input type="text"/> Postcode <input type="text"/>	State <input type="text"/> Postcode <input type="text"/>
Address for service of notices (if different from above)	Street no. <input type="text"/>	
	Street name <input type="text"/>	
	Suburb/town <input type="text"/>	
	State <input type="text"/> Postcode <input type="text"/>	
If you are a member of the permanent forces of the Australian Defence Force, select which branch you serve(d)	<input type="checkbox"/> Regular Army	<input type="checkbox"/> Regular Army
	<input type="checkbox"/> Permanent Navy	<input type="checkbox"/> Permanent Navy
	<input type="checkbox"/> Permanent Air Force	<input type="checkbox"/> Permanent Air Force
Do you have a spouse?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Note: A spouse includes de facto partners. If your spouse or de facto partner is not an eligible purchaser, they must complete Section 6.

SECTION 6 Spouse details

Note:

- This section must be completed where the spouse of an eligible purchaser is not an eligible purchaser in Section 5 of the application.
- A spouse of an eligible purchaser must sign the spouse declaration in Section 8.

	Spouse of eligible purchaser 1	Spouse of eligible purchaser 2
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr
First name	<input type="text"/>	<input type="text"/>
Middle name(s)	<input type="text"/>	<input type="text"/>
Family name	<input type="text"/>	<input type="text"/>
Name on birth certificate (if different from above)	First name	First name
	Middle name(s)	Middle name(s)
	Family name	Family name
Have you ever used any name other than the name(s) declared above?	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No	<input type="checkbox"/> Yes – list name(s) below <input type="checkbox"/> No
	<input type="text"/>	<input type="text"/>
Date of birth (dd/mm/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Place of birth	State/Territory	State/Territory
	Country	Country
Daytime phone number	()	()

SECTION 7 Declaration by eligible purchaser(s)

Eligible purchaser 1

I, , do solemnly and sincerely declare that.

1. I have completed the application form and attached all relevant documents in support of this application.
2. I have never owned residential property in Australia, either solely or with someone else.
Note: Holders of ACT residential leases to the Commonwealth are taken to be owners of that property.
3. I have not previously received an exemption or concession under the First Home Plus Scheme.
4. The interest I hold in the property is not held subject to a trust.
5. At the date of the agreement or transfer, at least one eligible purchaser was a permanent resident or an Australian citizen.
6. At least one eligible purchaser will occupy the home that is the subject of this application as their principal place of residence for a continuous period of six months commencing within 12 months from the date of completion of the agreement or transfer or, in the case of vacant land, one of the eligible purchasers intends to occupy a home on the site.
7. I undertake to notify the Commissioner if I fail to meet the residence requirement.
8. I have read and understood the information prepared by OSR relating to the conditions of eligibility. I accept that if the conditions are not met, I may not be entitled to retain the concession or exemption.
9. I authorise OSR to access and exchange information about me to verify my eligibility for First Home Plus with State, Territory and Australian Government agencies and commercial organisations as permitted by law.
10. I acknowledge that I may be required to repay the concession or exemption or be liable for penalties and may also be prosecuted for making a false or misleading statement in or in connection with this application.

Or at least one of the eligible purchasers was a member of the permanent forces of the Australian Defence Force and **all** the eligible purchasers were enrolled on the NSW electoral roll as at the date of the agreement or transfer.

and, I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

Name

Signature

Declared at

Date (dd/mm/20yy)

Before me*

Signature

* Justice of the Peace or person authorised under the *Oaths Act 1900*.

Name of Justice of the Peace and Registration number

Stamp

SECTION 7 (cont.) Declaration by eligible purchaser(s)

Eligible purchaser 2

I, , do solemnly and sincerely declare that.

1. I have completed the application form and attached all relevant documents in support of this application.
2. I have never owned residential property in Australia, either solely or with someone else.
Note: Holders of ACT residential leases to the Commonwealth are taken to be owners of that property.
3. I have not previously received an exemption or concession under the First Home Plus Scheme.
4. The interest I hold in the property is not held subject to a trust.
5. At the date of the agreement or transfer, at least one eligible purchaser was a permanent resident or an Australian citizen.
6. At least one eligible purchaser will occupy the home that is the subject of this application as their principal place of residence for a continuous period of six months commencing within 12 months from the date of completion of the agreement or transfer or, in the case of vacant land, one of the eligible purchasers intends to occupy a home on the site.
7. I undertake to notify the Commissioner if I fail to meet the residence requirement.
8. I have read and understood the information prepared by OSR relating to the conditions of eligibility. I accept that if the conditions are not met, I may not be entitled to retain the concession or exemption.
9. I authorise OSR to access and exchange information about me to verify my eligibility for First Home Plus with State, Territory and Australian Government agencies and commercial organisations as permitted by law.
10. I acknowledge that I may be required to repay the concession or exemption or be liable for penalties and may also be prosecuted for making a false or misleading statement in or in connection with this application.

Or at least one of the eligible purchasers was a member of the permanent forces of the Australian Defence Force and **all** the eligible purchasers were enrolled on the NSW electoral roll as at the date of the agreement or transfer.

and, I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

Name

Signature

Declared at

Date (dd/mm/20yy)

Before me*

Signature

* Justice of the Peace or person authorised under the *Oaths Act 1900*.

Name of Justice of the Peace and Registration number

Stamp

SECTION 8 Declaration by spouse

Spouse of eligible purchaser 1

I, , do solemnly and sincerely declare that.

1. The spouse details in section 6, in so far as they relate to me, are true and correct.
2. I have never owned residential property in Australia, either solely or with someone else.
Note: Holders of ACT residential leases to the Commonwealth are taken to be owners of that property.
3. I have not previously received an exemption or concession under the First Home Plus Scheme.
4. I authorise OSR to access and exchange information about me to verify the eligibility of the purchaser(s) making this application with State, Territory and Australian Government agencies and commercial organisations as permitted by law.
5. I acknowledge that I may be prosecuted and fined for making a false or misleading statement on or in connection with this application.

and, I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

Name

Signature

Declared at

Date (dd/mm/20yy)

Before me*

Signature

* Justice of the Peace or person authorised under the *Oaths Act 1900*.

Name of Justice of the Peace and Registration number

Stamp

Spouse of eligible purchaser 2

I, , do solemnly and sincerely declare that.

1. The spouse details in section 6, in so far as they relate to me, are true and correct.
2. I have never owned residential property in Australia, either solely or with someone else.
Note: Holders of ACT residential leases to the Commonwealth are taken to be owners of that property.
3. I have not previously received an exemption or concession under the First Home Plus Scheme.
4. I authorise OSR to access and exchange information about me to verify the eligibility of the purchaser(s) making this application with State, Territory and Australian Government agencies and commercial organisations as permitted by law.
5. I acknowledge that I may be prosecuted and fined for making a false or misleading statement on or in connection with this application.

and, I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

Name

Signature

Declared at

Date (dd/mm/20yy)

Before me*

Signature

* Justice of the Peace or person authorised under the *Oaths Act 1900*.

Name of Justice of the Peace and Registration number

Stamp

SECTION 9

Providing false or misleading information in this application

Providing false or misleading information to OSR is a criminal offence. If it is determined that an applicant has provided false or misleading information to obtain, or attempt to obtain an exemption or concession, then prosecution action may be commenced.

Penalties

OSR, as part of its role in administering the *First Home Plus Scheme* conducts investigations to ensure that applications comply with the conditions of the Act.

If applicants receive the exemption or concession from duty when they are not entitled, or if they do not comply with the residence requirement, interest and penalties may be imposed.

SECTION 10 Supporting documentation checklist

Note:

- To ensure your application is processed in a timely manner, make sure the application is fully completed, signed and dated.
- Please complete the checklist to ensure you have attached the required supporting documentation defined in the lodgement guide. Attach these papers to this page.
- Your application may be returned to you if not fully completed or if all the required supporting information is not attached.
- Additional documents may be requested after lodgement of your application.
- Refer to the lodgement guide for the documentation required.

Proof of identity of all eligible purchasers and their spouse

	Eligible purchaser 1	Spouse 1	
Category 1	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 2	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 3	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 4	Type of document submitted _____ / _____		<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ a Decree Nisi, a marriage or death certificate or change of name certificate ▪ a statutory declaration for those who are separated. 			<input type="checkbox"/> <input type="checkbox"/>

	Eligible purchaser 2	Spouse 2	
Category 1	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 2	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 3	Type of document submitted _____ / _____		<input type="checkbox"/>
Category 4	Type of document submitted _____ / _____		<input type="checkbox"/>
<ul style="list-style-type: none"> ▪ a Decree Nisi, a marriage or death certificate or change of name certificate ▪ a statutory declaration for those who are separated. 			<input type="checkbox"/> <input type="checkbox"/>