

When to use this form



Use this form to claim:

- JobSeeker Payment
- JobSeeker Payment (Provisional)
- Youth Allowance (job seeker) payment – if you are 21 years of age or younger and looking for work, or temporarily unable to work.

What else you may need to provide

Once released, you may need to provide identity documents. For a list of acceptable documents, go to **servicesaustralia.gov.au/identity**

If we need more information to finalise your claim, you will get a letter from us with more detail.

Online account



Once released, you can access your Centrelink online account through myGov and select:

- Payments and claims
- then Claims
- then Make a claim.

If you do not have a myGov account, you can create one at **my.gov.au** and then link Centrelink to it.

For more information

Once released, you can:

Go to **servicesaustralia.gov.au** or visit one of our service centres.

Call us on **132 850** for JobSeeker Payment, JobSeeker Payment (Provisional) or Crisis Payment or **132 490** for Youth Allowance.



Information in your language

We can translate documents you need for your claim for free.

To speak to us in your language, call **131 202**.



Hearing and speech assistance

If you have a hearing or speech impairment, you can use:

- the National Relay Service **1800 555 660**, or
- our TTY service on **1800 810 586**. You need a TTY phone to use this service.

For more information about help with communication, go to **servicesaustralia.gov.au** and search 'other support and advice'.

Returning this form

Check that all required questions are answered and that the form is signed and dated.

Return this form to your Corrective Officer who will submit the form to Services Australia on your behalf.

Keep these Notes (pages 1 to 3) for your information.

Terms and Conditions for Electronic Messaging (SMS or email)

If you give us your mobile number or email address, you may get electronic messages from us. We may do this instead of sending a letter.

What we can message you about

We will only send messages that matter to you. For example, we may:

- ask or remind you to:
 - attend appointments
 - provide documents
- let you know about:
 - our decisions
 - payments we have made
- confirm that you have changed your details
- send new information about payments and services.

Replies

We do not monitor this service. You should not reply to any of our electronic messages. You may need to take some action if the message asks you to.

Privacy and security

We never:

- ask you for your password or PIN
- send you messages that include:
 - your name
 - your contact details
 - links to any website.

Learn how to protect your identity and your devices at **staysmartonline.gov.au**

You can also read about how we manage your personal information at **servicesaustralia.gov.au/privacypolicy**

Keep your details up to date

You may miss important messages that affect your payment.

Tell us straight away if you change your mobile number or email address. We consider you have received a message once we send it to the mobile number or email address on your record.

If you change your mind

You can unsubscribe from this service at any time.

Service changes

We can change these terms and conditions without notice.

Partner permitted to enquire

Allowing your partner to enquire on your behalf may save you time when dealing with us. It will let you and your partner use more self-service functions online and over the phone.

If you give your partner **permission to enquire**, it will allow your partner to ask questions about your Centrelink payments and services. They could ask us:

- your current rate of payment
- the reason your payment has stopped
- the reason your payment has gone up or down, for example, income and assets, debt and back payment information.

They **can** tell us how much employment income you were paid, changes in your circumstances and view your details online.

They **cannot**:

- act on your behalf with Centrelink
- apply for payments for you
- fill in and sign forms and statements on your behalf
- come to appointments for you.

You have a right to have your personal information kept private. For more information, go to servicessaustralia.gov.au/privacypolicy

Changing your partner's permission to enquire is your choice and you can change this permission at any time.

If you think your partner is misusing the arrangement, call **132 850** or visit one of our service centres.

If you are affected by family and domestic violence, there is help available. Call **132 850** Monday to Friday, 8am to 5pm local time, and ask to speak to a social worker. Otherwise, you can contact 1800RESPECT (**1800 737 732**), a 24 hour service. If you are in immediate danger, call **000**. For more information, go to servicessaustralia.gov.au/domesticviolence

Keep these Notes (pages 1 to 3) for your information.

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Prison Pre-release Claim (SU674)

Filling in this form

You can complete this form on your computer using Adobe Acrobat Reader, or you can print it.

For help on how to fill in our forms, go to

servicesaustralia.gov.au/formhelp

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this **Go to 1** skip to the question number shown.

About you

- 1** What date will you be released?
(DD MM YYYY)

- 2** Do you need an interpreter?

Available in international, Indigenous, Auslan and other sign languages.

No ☐ **Go to 5**

Yes ☐ **Go to next question**


- 3** What is your preferred spoken language?

- 4** What is your preferred written language?

- 5** Do you want to authorise a person or organisation to make enquires, make updates, act and/or get payments on your behalf?

No ☐ **Go to next question**

Yes ☐

 You need to fill in and return an **Authorising a person or organisation to enquire or act on your behalf (SS313)** form. You can also do this online. You and the person or organisation will need a Centrelink online account.

For more information, go to
servicesaustralia.gov.au/actforyou

If you do not have this form, go to
servicesaustralia.gov.au/SS313

- 6** Prison details

Name of prison

Prisoner ID number

- 7** Your Customer Reference Number (if known)

- 8** Your name

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Mx ☐ Other

Family name

First given name

Second given name

- 9** Your date of birth (DD MM YYYY)

- 10** Have you been known by any other name(s)?

Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal or skin name
- alias
- adoptive name
- foster name.

No ☐ **Go to next question**

Yes ☐ **Give details below**

1 Other name

Type of name (for example, name at birth)

2 Other name

Type of name (for example, name before marriage)

If you need more space, provide a separate sheet with details.



CLK0SU674 2601

11 Your gender

Male ☐

Female ☐

Non-binary ☐

12 Your permanent address on release

Postcode

13 Your postal address on release (if different to above)

Postcode

14 Read this before answering the following question.

If you provide an email or mobile phone number, you **must** read the 'Terms and Conditions for Electronic Messaging (SMS or email)' in the **Notes**.

Your contact details on release

Home phone number (including area code)

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Mobile phone number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Alternative phone number (including area code)

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Email

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15 Read this before answering the following question.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Are you of Aboriginal or Torres Strait Islander Australian descent?

If you are of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No ☐ **Go to 17**

Yes – Aboriginal Australian ☐ **Go to next question**

Yes – Torres Strait Islander Australian ☐ **Go to next question**

Aboriginal and Torres Strait customers are entitled to an Indigenous Wage Assistance Card which you can pick up from your local service centre on release. This provides a subsidy for employers.

16 Read this before answering the following question.

This question is for Aboriginal and/or Torres Strait Islander Australian descendants only.

Are you currently participating in the Reconnection, Employment and Learning (REAL) Program?

No ☐ You may be eligible to participate in the REAL Program. Speak to your prison case manager to see if the REAL Program is offered in your prison.
Go to next question

Yes ☐ Services Australia will book an appointment with you following your release from prison to:
• discuss your ongoing participation in the REAL Program
• negotiate a Job Plan with you, if required.
Go to next question

17 Read this before answering the following question.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Are you of Australian South Sea Islander descent?

No ☐

Yes ☐

18 Do you give permission for Centrelink to request your medical information from the prison?

No ☐

Yes ☐

Relationship details

- 19** Tick **one** of the boxes below to tell us about your relationship status right now.

For more information about relationship status, go to **servicessaustralia.gov.au/moc**

If you have ever been separated from your current partner, give the date that you most recently got back together (reconciled) with your partner.

This will update your Centrelink record only. Contact Medicare and/or Child Support to update your record if you have one.

Married

- ☐ Date married or last reconciled with your partner (DD MM YYYY)

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► **Go to 20**

Registered relationship

(your relationship is registered under Australian state or territory law)

- ☐ Date registered or last reconciled with your partner (DD MM YYYY)

--	--	--	--	--

► **Go to 20**

De facto

(your relationship is similar to a married couple but you are not married or in a registered relationship)

- ☐ Date you started your relationship or last reconciled with your partner (DD MM YYYY)

--	--	--	--	--

► **Go to 20**

Separated

(previously in a marriage, registered or de facto relationship)

- ☐ Date of last separation (DD MM YYYY)

--	--	--	--	--

► **Go to 23**

Divorced

- ☐ Date of divorce (DD MM YYYY)

--	--	--	--	--

► **Go to 23**

Widowed

(previously in a marriage, registered or de facto relationship)

- ☐ Date of partner's death (DD MM YYYY)

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► **Go to 22**

Never married or lived with a partner

- ☐ **Go to 32**

- 20** Will you and your partner be living together once you are released?

No ☐ ► **Go to next question**

Yes ☐ ► **Go to 27**

- 21** Your partner's address

Postcode

► **Go to 27**

- 22** Give the following details about your deceased partner

Full name

--

Date of birth (DD MM YYYY)

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► **Go to 32**

- 23** Your ex-partner's family name

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First given name

--

Second given name

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- 24** Will you be living in the same home as your ex-partner once you are released?

No ☐ ► **Go to 26**

Yes ☐ ► **Go to next question**

- 25** Are you concerned about your safety if forms are issued to your ex-partner?

No ☐



Both you and your ex-partner each need to complete and return a separate **Relationship details – Separated under one roof (SS293)** form, **within 14 days** of your release.

If you do not have this form, go to **servicessaustralia.gov.au/forms**

► **Go to 32**

Yes ☐



Only you need to complete and return a separate **Relationship details – Separated under one roof (SS293)** form, **within 14 days** of your release.

If you do not have this form, go to **servicessaustralia.gov.au/forms**

► **Go to 32**

- 26** Your ex-partner's current address (if known)

Postcode

► **Go to 32**

27 Your partner's name

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Mx ☐ Other

Family name

First given name

Second given name

28 Has your partner been known by any other name(s)?

Include:

- name before marriage
- previous married name
- Aboriginal or skin name
- name at birth
- alias
- adoptive name
- foster name.

No ☐ Go to next question

Yes ☐ Give details below

1 Other name

Type of name (for example, name at birth)

2 Other name

Type of name (for example, name before marriage)

If you need more space, provide a separate sheet with details.

29 Your partner's 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"/>
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30 Is your partner currently receiving an income support payment?

No ☐



If you have not already told us about your partner, you need to complete and return a **Partner details (Mod P)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**

► Go to next question

Yes ☐ Your partner's Customer Reference Number (if known)



If you have not already told us about your partner, you need to complete and return a **Partner details (Mod P)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**

► Go to next question

31 Do you give permission for your partner to speak with us on your behalf?

For more information, read page 3.

No ☐

Yes ☐

Independence details

32 Are you 22 years of age or older?

No ☐ Go to next question

Yes ☐ Go to 34

33 Read this before answering the following question.

Youth Allowance is a payment to help you if you are 21 years of age or younger and looking for work, or temporarily unable to work.

If any of the following apply to you:

- you have a dependent child
- you are supporting yourself through full-time paid employment
- you are an orphan
- you are a refugee
- you are in state care and not living with a parent
- your parents cannot exercise responsibilities
- it is unreasonable for you to live at home (UTLAH)
- you are specially disadvantaged with respect to employment

you may be able to claim Youth Allowance as an independent job seeker.

You may need to provide further evidence of your circumstances following release.

Are you claiming Youth Allowance as an independent job seeker?

No ☐

You may need to complete and return a **Parent(s)/Guardian(s) details for the BASE tax year and CURRENT tax year for dependent Youth Allowance or ABSTUDY customers (Mod JY)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**

► Go to next question

Yes ☐

You may be paid at the dependant rate until you provide further evidence of your independence.

► Go to next question

34 Have you ever claimed or received a payment or concession card from us?

No ☐ Go to next question

Yes ☐ Give details below

Name of payment or concession card

► Go to 47


Residence details

35 What country are you currently living in?

This is the country where you normally live on a long term basis.

Australia ☐ Go to next question

Other ☐ Country of residence

 If not previously provided, you will need to complete and return a **Residence in Australia and other countries (Mod O)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**

► Go to next question

36 Have you **ever** travelled outside Australia, including short trips and holidays?

This question will help us to verify your Australian residence.

No ☐ Go to next question

Yes ☐ Give details below

Year you last entered Australia

Passport number

Country of issue

37 Are you an Australian citizen **who was born in Australia**?

No ☐ Go to next question

Yes ☐ Go to 47

38 What is your country of birth?

39 What is your country of citizenship?

Australia ☐ Date citizenship granted (DD MM YYYY)

► Go to 46

Other ☐ Give details below

Country of citizenship

Date citizenship granted (DD MM YYYY)

40 What type of visa did you arrive on?

Permanent ☐ Go to next question

Temporary ☐ Go to next question

New Zealand passport
(Special Category visa) ☐ Go to 42

Not sure ☐ Go to 42

41 Your visa details on arrival

Visa subclass Date visa granted (DD MM YYYY)

42 Has your visa changed since you arrived in Australia?

No ☐ Go to next question

Yes ☐ Most recent visa details

Visa subclass Date visa granted (DD MM YYYY)

43 When did you most recently start living in Australia?

(DD MM YYYY)

44 Did your partner (if you have one), or either of your parents arrive on a refugee or humanitarian visa?

No ☐

Yes ☐

45 Did someone provide you with an assurance of support for your migration to Australia?

No ☐

Not sure ☐

Yes ☐

46 Read this before answering the following question.

We need to know if you have lived in any countries other than Australia. 'Lived' means where you made your home or spent a long period of time – it does not include places you visited for a holiday.

Have you **ever** lived outside Australia for any period?

No ☐ Go to next question

Yes ☐ List **all** countries you have lived in since birth and the date you started living in each country.

Include when you started living in **Australia**.

Do not include short trips or holidays.

1 Country

Date from (DD MM YYYY)

2 Country

Date from (DD MM YYYY)

3 Country

Date from (DD MM YYYY)

4 Country

Date from (DD MM YYYY)

5 Country

Date from (DD MM YYYY)

6 Country

Date from (DD MM YYYY)

If you need more space, provide a separate sheet with details.

Dependent children

47 Have you ever had children?

No ☐

Yes ☐

48 On release, will you be caring for dependent children or someone who is ill, injured or has a disability?

No ☐ *Go to next question*

Yes ☐

Contact us when you are released and you have caring responsibilities.

► *Go to next question*

49 Will you be the principal carer of a child under 16 years of age?

No ☐ *Go to 51*

Yes ☐ *Go to next question*

50 What is the date of birth of your youngest child under 16 years of age?

(DD MM YYYY)

51 Do you have an existing Child Support case?

No ☐ *Go to next question*

Yes ☐

Contact Child Support as soon as possible as the amount you have to pay and the amount you receive may change if you receive an income support payment.

► *Go to next question*

About your home

The answers to these questions are used to work out your rate of payment and eligibility for rent assistance.

52 Do you (and/or your partner) own a home that you do not live in?

No ☐ *Go to 54*

Yes ☐ *Go to next question*

53 What is the reason you do not live in the home?

You or your children are studying ☐

Receiving medical treatment ☐

Receiving care from a person in a private home ☐

Receiving care in a nursing home ☐


Providing care to a person in a private home ☐

Overseas absence ☐

Other ☐ Give details below

54 Which of the following best describes where you will live once released?

You are single, 22 to under 25 years of age and living in the principal home of a parent ☐ **Go to 90**


You are under 22 years of age and living in the principal home of a parent and not paying rent  **Go to 90**

You are under 22 years of age and living in the principal home of a parent and paying board and/or lodgings ☐ **Go to 59**

In a place where you (and/or your partner) pay private rent – this includes when you live in a caravan park and pay site fees or live on a vessel and pay mooring fees


In a home you (and/or your partner) own or you own jointly with another person – this can include:

- paying it off (mortgage)
- a caravan, mobile home or boat


 **Go to 55**


In a home owned by:

- a company in which you are a shareholder or director
- a trust in which you or a member of your family are a potential beneficiary or are named in the trust deed

 **Go to 90**

In public housing, for example, housing owned by the Housing Authority. This does not include paying rent to a community housing organisation.


 **Go to 61**

In a boarding house, guest house, hostel, hotel, campus, refuge, emergency or supported accommodation or similar  **Go to 83**

In a hospital or home for people with disabilities **Go to 83**

In an aged care home or nursing home ☐ **Go to 64**

In a retirement village **Go to 71**

In accommodation which you (and/or your partner) have the right to use for life  **Go to 75**


In accommodation where you pay no rent **Go to 90**


Other, for example, this could be where you (and/or your partner) do not have a fixed address ☐ Give details below

► **Go to 81**

55 Is your (and your partner's) home situated on a block of land larger than 2 hectares (5 acres)?

No Go to next question

Yes ☐ 

 If you have not previously told us, complete and return a **Real estate details (Mod R)** form, **within 14 days** of your release.


If you do not have this form, go to **servicesaustralia.gov.au/forms**

► ***Go to 57***

56 Is your home situated on more than one title?

No Go to next question

Yes ☐

 If you have not previously told us, complete and return a **Real estate details (Mod R)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**


► *Go to next question*

57 Is any part of the home used to produce income?

Do not include rent from boarders or lodgers.

No ☐ Go to next question

Yes ☐

 If you have not previously told us, complete and return a **Business details (Mod F)** form and a **Real estate details (Mod R)** form, **within 14 days** of your release.

If you do not have these forms, go to **servicesaustralia.gov.au/forms**

▶ *Go to next question*

58 Do you pay site or mooring fees for your (and your partner's) home (this could be for a caravan, mobile home or boat)?

No ☐ **Go to 90**

Yes ☐ **Go to 81**

59 Do you have, or have you ever had, a dependent child (natural or adoptive) in your care?

No Go to next question

Yes ☐ **Go to 81**

60 Are you, or have you been, married or living in a marriage like relationship that has lasted for at least 12 months?

No ☐ **Go to 90**

Yes ☐ **Go to 81**

61 Is your (or your partner's) name on the rental contract or lease agreement?

No *Go to next question*

Yes ☐ **Go to 90**

62 Is the primary tenant paying the market rate of rent?

No ☐ ► *Go to next question*

Not sure ☐ ► *Go to next question*

Yes ☐ ► **Go to 81**

63 Do you (and your partner) live with the primary tenant **and** your (and/or your partner's) income has been taken into account by the public housing authority when calculating the rent?

No ☐ ► **Go to 90**

Yes ☐ ► **Go to 81**

Aged care home or nursing home

64 What is the name of the aged care home or nursing home?

65 What date did you (and/or your partner) move in?

You

 (DD MM YYYY)

Your partner

 (DD MM YYYY)

66 How long will you (and/or your partner) be staying?

Long term or indefinitely

You ☐ **Your partner** ☐ ► **Go to 68**

Short term or temporary respite care

You ☐ **Your partner** ☐ ► *Go to next question*

67 What date do you (and/or your partner) expect to leave?

You

 (DD MM YYYY)

Your partner

 (DD MM YYYY)

► **Go to 90**

68 Read this before answering the following question.

Payments for accommodation may include:

- Accommodation Bond
- Accommodation Charge
- Refundable Accommodation Deposit (RAD)
- Daily Accommodation Payment (DAP)
- Daily Accommodation Contribution (DAC)
- Refundable Accommodation Contribution (RAC).

Did you (and/or your partner) pay, or agree to pay, a daily payment or a lump sum (either by instalments or in full) for your accommodation to the Aged Care Provider?

This payment may have been a donation, a loan or some type of payment which may be repayable to you in whole or in part, if you leave. This payment does not include gifts or loans above the amount you had to pay for the right to your accommodation.

No ☐ ► **Go to 90**

Yes ☐ ► Amount of payment

 Provide a copy of the signed accommodation agreement(s), **within 14 days** of your release.

69 Did you (and/or your partner) make a gift and/or loan in addition for the right to your accommodation?

No ☐ ► **Go to 90**

Yes ☐ ► *Go to next question*

70 What was the additional amount paid as a gift and/or loan?

Amount of gift

Amount of loan

► **Go to 90**

Retirement village

- 71** What date did you (and/or your partner) move into the retirement village?

You

--	--	--	--	--	--	--	--	--	--

 (DD MM YYYY)

Your partner

--	--	--	--	--	--	--	--	--	--

 (DD MM YYYY)

- 72** Did you (and/or your partner) pay an entry contribution?

Your entry contribution may have been a donation, a loan or some type of payment which may be repayable to you in whole or in part, if you leave. An entry contribution does not include gifts or loans above the amount you had to pay for the right to your accommodation.

No ☐ Go to next question

Yes ☐ Amount of entry contribution

\$



Provide a copy of the signed contract or agreement, **within 14 days** of your release.

Go to next question

- 73** Did you (and/or your partner) make a gift and/or loan in addition to the entry contribution?

No ☐ Go to 81

Yes ☐ Go to next question

- 74** What was the additional amount paid as a gift and/or loan?

Amount of gift

\$

Amount of loan

\$

Go to 81

Life interest

- 75** Did you (and/or your partner) pay a sum of money and/or transfer assets to another person in return for this accommodation for life?

No ☐ Go to next question

Yes ☐ Go to 77

- 76** Tick which option describes how you (and/or your partner) obtained a life interest in a home without any exchange of money or transfer of assets:

Inherited the life interest ☐ Go to 90

A formal agreement documenting the life interest ☐ Go to 90

An informal agreement, no rent paid ☐ Go to 90

An informal agreement to live at a child's home and pay rent ☐ Go to 81

Other ☐ Give details below

Go to 81

- 77** What are the details of the person or organisation that was paid money or assets were transferred to?

Full name (of the person or organisation)

Address

Postcode

- 78** What was the amount paid?

\$

- 79** What (if any) assets were transferred?

- 80** What was the market value of assets transferred?

\$

Living with other people

81 Read this before answering the following questions.

Sharing your accommodation means that you have the right to use a kitchen, bedroom or bathroom with one or more persons. This includes **all** family members (except your partner and dependent children), people who regularly stay at your accommodation and people who work away from home, for example, truck drivers, miners, flight attendants or members of the armed forces.

Do you (and your partner) share your accommodation with other people?

No ☐ **Go to 82**

Yes ☐ Give details below

1 Person's name

Age Date they moved in (DD MM YYYY)

Relationship to you Do they own the home?

 No ☐ Yes ☐

Their share of the rent or lodgings
(not required if they own the home)

\$ per

2 Person's name

Age Date they moved in (DD MM YYYY)

Relationship to you Do they own the home?

 No ☐ Yes ☐

Their share of the rent or lodgings
(not required if they own the home)

\$ per

3 Person's name

Age Date they moved in (DD MM YYYY)

Relationship to you Do they own the home?

 No ☐ Yes ☐

Their share of the rent or lodgings
(not required if they own the home)

\$ per

If you need more space, provide a separate sheet with details.

82 Will you (and your partner) share your accommodation with one or more of your children who receive a Centrelink payment, ABSTUDY or a service pension but they do **not** receive Rent Assistance?

No ☐

Yes ☐

Paying for accommodation

83 Will you (and your partner) pay board and/or lodgings?

Board means you (and your partner) are provided with some regular meals.

Lodgings means the amount you (and your partner) pay for your accommodation.

No ☐ **Go to 85**

Yes ☐ **Go to next question**

84 Can you separate the amounts you (and your partner) will pay for board and/or lodgings?

No ☐ Total board and lodgings charged per day, week, fortnight, 4 weeks or calendar month

\$ per

Go to 86

Yes ☐ Amount paid for board (meals) per day, week, fortnight, 4 weeks or calendar month

\$ per

Amount paid for lodgings (accommodation only)
per day, week, fortnight, 4 weeks or calendar month

\$ per

Go to 86

85 What is the amount **you** (and **your partner**) will pay per day, week, fortnight, 4 weeks or calendar month (for example, rent, maintenance or site fees)?

This would be the total you (and your partner) pay for the property minus any subsidy/rebate, rent amount claimed as a business expense for taxation purposes **or** contribution from another person or organisation.

\$ per

86 When did/will you (and your partner) start paying these fees?

(DD MM YYYY)

87 What type of accommodation will you (and your partner) live in?

Boarding house/hostel/private hotel, hospital or disability housing ☐ **Go to 89**

Private house or townhouse/unit/flat ☐

Community housing ☐

Defence housing ☐ **Go to next question**

Caravan/cabin/mobile home ☐

Boat ☐

Other ☐ Give details below

Go to next question

88 What is the **total amount** being charged per day, week, fortnight, 4 weeks or calendar month?

\$ per

89 Do you (and your partner) have a formal lease or tenancy agreement?

No ☐ **Go to next question**

Yes ☐



Provide a full copy of your signed lease or tenancy agreement, **within 14 days** of your release.

Income and assets details

Read this before answering the following questions.

If you are not able to complete this section, on your release call us on **132 850** or visit one of our service centres with your income and asset details.

90 How much do you have in your prison trust or phone account?

\$

91 Are you a new customer or has your income and assets changed since you last claimed a payment from us?

No ☐ **Go to next question**

Yes ☐



If you have not previously told us or you need to update your income and assets details, complete and return a **Income and assets (Mod iA)** form, **within 14 days** of your release.

If you do not have this form, go to **servicesaustralia.gov.au/forms**

Go to next question

92 Give details below of **all** accounts held by you (and/or your partner) in banks, building societies or credit unions.

Include savings accounts, cheque accounts, term deposits, joint accounts, accounts you hold in trust or under any other name, or money held in church or charitable development funds.

Accounts and term deposits outside Australia should be included, with the current balance in the type of currency in which it is invested. We will convert this into Australian dollars.

Do not include shares, managed investments or an account used exclusively for funding from the National Disability Insurance Scheme.

1 Name of bank, building society or credit union

Account number (this may not be your card number)

Current balance of account Currency if not AUD

Your share %

Account held in the name(s) of

2 Name of bank, building society or credit union

Account number (this may not be your card number)

Current balance of account Currency if not AUD

Your share %

Account held in the name(s) of

3 Name of bank, building society or credit union

Account number (this may not be your card number)

Current balance of account Currency if not AUD

Your share %

Account held in the name(s) of

If you need more space, provide a separate sheet with details.

93 Read this before answering the following questions.

The **current market value** of an item is what you would get if you sold it. It is not the replacement or insured value.

Include:

- all furniture (including soft furnishings such as curtains), antiques and works of art
- electrical appliances such as televisions and fridges
- jewellery for personal use and hobby collections (for example, stamps, coins).

Do not include:

- fixtures such as stoves and built-in items.

What is the current value of your (and/or your partner's) household contents and personal effects?

Current market value	Amount owed
\$ <input type="text"/>	\$ <input type="text"/>
Your share <input type="text"/>	% <input type="text"/>

94 Do you own, partly own or have a financial interest in any motor vehicles, motor cycles or trailers?

No ☐ Go to next question

Yes ☐ Give details below

1 Type of asset (for example, car)		Make (for example, Ford)
<input type="text"/>		<input type="text"/>
Model (for example, Focus)		Year
<input type="text"/>		<input type="text"/>
Current market value		Amount owed
\$ <input type="text"/>		\$ <input type="text"/>
Your share <input type="text"/>		% <input type="text"/>

2 Type of asset (for example, car)		Make (for example, Holden)
<input type="text"/>		<input type="text"/>
Model (for example, Astra)		Year
<input type="text"/>		<input type="text"/>
Current market value		Amount owed
\$ <input type="text"/>		\$ <input type="text"/>
Your share <input type="text"/>		% <input type="text"/>

If you need more space, provide a separate sheet with details.

95 Do you have any unused leave entitlements or redundancy payments from ceasing work in the last 12 months?

No ☐

Yes ☐

96 Have you claimed or are you able to claim compensation, insurance or damages?

No ☐ **Go to next question**

Yes ☐

 If you have not previously told us, complete and return a **Compensation and damages (Mod C)** form, **within 14 days** of your release. If you do not have this form, go to **servicesaustralia.gov.au/forms**
▶ **Go to next question**

97 Read this before answering the following questions.

You may not be paid if you do not give us your tax file number (TFN). If you do not have a TFN, or do not know what yours is, you can apply for one through the Australian Taxation Office.

In giving us your tax file number in relation to this claim you authorise us to use your tax file number for other social security payments and services in future where necessary.

Have you given us your tax file number before?


No ☐ **Go to next question**

Not sure ☐ **Go to next question**

Yes ☐ **Go to 99**

98 Do you have a tax file number?

No ☐

 You will need to complete and return a **Tax file number – application or enquiry for individuals (NAT 1432)** form, **within 14 days** of your release. If you do not have this form, go to **ato.gov.au** You may need to ask a Corrective Services staff member to get it for you.
▶ **Go to next question**

Yes ☐ Your tax file number

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99 Read this before answering the following question.

If you think you will have to pay tax this year, you can ask us to deduct tax instalments from your taxable payment. Once you are released you can change or cancel your tax deduction at any time using your Centrelink online account. If you are not sure how much tax to have taken out of your payment, contact the Australian Taxation Office once released.

Do you want tax taken out each fortnight?

No ☐ **Go to next question**

Yes ☐ Give details below

Tick one only

A set amount
(must be whole dollars)

☐

\$.00 per fortnight

A percentage (%)
of my payment

☐

% per fortnight

Method of payment

100 Do you wish to claim a Crisis Payment?

No ☐

Yes ☐

101 Would you like an advance of up to 7 days of your payment?

Your first fortnightly payment will be reduced by the amount of the advance.

No ☐

Yes ☐

102 Read this before answering the following questions.

If you do not have a bank account you will need to set one up as soon as possible and advise us of the details.

You can also arrange a payment nominee (see question 5 for details).

Where do you want your payment(s) made?

The account must be in your name. A joint account is acceptable.

Payments cannot be made into an account used exclusively for funding from the National Disability Insurance Scheme.

Tick one only

The account that my last Centrelink income support payment was paid into

or

Another or a new account ☐ **Go to 104**

or

No current bank account ☐

You will need to visit a service centre **within 7 days** of your release to finalise your crisis payment.

▶ **Go to 105**

103 Are you sure your account has been kept open and that you have access to your ATM card?

No ☐ **Go to next question**

Yes ☐ **Go to 105**

104 Give the following account details for your payments.

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be your card number)

Account held in the name(s) of

105 Do you have a debt with us to repay?

Not sure ☐ **Go to 107**

No ☐ **Go to 107**

Yes ☐ **Go to next question**

106 What is your preferred option to repay your debt?

Start repayments on release ☐

Delay repayments for 4 weeks to
assist with expenses on release ☐

Request a reduced repayment rate ☐ Repayment rate of

\$ per fortnight

Confirmation of Identity

107 **You may need to prove your identity before you claim a payment.**

You may need to provide the following original documents (not copies), one of which must be an acceptable photo ID document:

- 1 commencement document to show your birth or arrival in Australia, for example, Australian birth certificate, Australian passport or Australian visa
- 1 primary document to show the use of your identity in the community, for example, Australian driver licence, Australian marriage certificate or foreign passport
- 1 secondary document to show the use of your identity in the community, for example, a bank or financial institution card, statement or passbook.

If you cannot provide some of these documents, tell us and we will talk to you about other options. For more information, go to **servicesaustralia.gov.au/identity**

On your release, call us on **132 850** or visit one of our service centres with your identity documents to establish your identity as your claim may not be processed if we cannot prove who you are.

► **Go to next question**

Checklist

108 Which of the following forms and documents are you (and/or your partner) providing with this form?

Where you are asked to supply documents, provide original documents. In some circumstances, copies may be accepted as detailed in the below checklist.

If you are not sure, check the question to see if you should provide the documents.

Identity documents ☐
For a full list of acceptable identity documents, go to **servicesaustralia.gov.au/identity**

Authorising a person or organisation to enquire or act on your behalf (SS313) form ☐
(If you answered Yes at **question 5**)

Relationship details – Separated under one roof (SS293) form ☐
(**Both you** and **your ex-partner**, if you answered No, or **only you**, if you answered Yes at **question 25**)

Partner details (Mod P) form ☐
(If required at **question 30**)

Residence in Australia and other countries (Mod O) form ☐
(If required at **question 35**)

Real estate details (Mod R) form ☐
(If you answered Yes at **question 55**, and/or **56**)

Business details (Mod F) form and **Real estate details (Mod R)** form ☐
(If you answered Yes at **question 57**)

Copy of the signed accommodation agreement(s) ☐
(If you answered Yes at **question 68**)

Copy of the signed contract or agreement to verify your entry contributions ☐
(If you answered Yes at **question 72**)

Full copy of your signed lease or tenancy agreement ☐
(If you answered Yes at **question 89**)

Income and assets (Mod iA) form ☐
(If you answered Yes at **question 91**)

Compensation and damages (Mod C) form ☐
(If you answered Yes at **question 96**)

Tax file number – application or enquiry for individuals (NAT 1432) form ☐
(If you answered No at **question 98**)

109 Did an interpreter or someone else help you fill in this form?

No ☐ *Go to next question*

Yes ☐ an interpreter ☐ interpreter to complete question 112,
you *Go to next question*

someone else ☐ Give details below

Tell us why you needed help

Name of person who helped you fill in this form

Contact number of person who helped you fill in this form
(including area code)

Go to next question

Privacy notice

110 You need to read this

Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to servicesaustralia.gov.au/privacypolicy

Declaration

111 I declare that:

- I will take all reasonable steps to further my education and/or employment and if required I am willing to enter into a Job Plan.
- I will notify Services Australia of any changes to this information **within 14 days** of the change(s) occurring.
- the information I have provided in this form is complete and correct.

I understand that:

- a Job Plan means an Employment Pathway Plan under the *Social Security Act 1991*.
- Services Australia can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Your signature

Date (DD MM YYYY)

Interpreter to complete question 112 on the next column.

112 Interpreter's details and statement (if applicable)

I (interpreter's name)

of (interpreter's address)

Postcode

have read this form in the

language

to (customer's/partner's name(s))

They understand the content of this form and agree that the answers to the questions are true and correct.

I understand the confidentiality of social security law and realise personal information is protected and should not be disclosed.

Interpreter's signature

Date (DD MM YYYY)

Contact phone number (including area code)

Office use only

A – Information requested/required, to be provided **within 14 days** of release **or as stated otherwise**.

Identity documents For a list of acceptable documents, go to servicesaustralia.gov.au/identity	<input type="checkbox"/>
Parent(s)/Guardian(s) details for the BASE tax year and CURRENT tax year for dependent Youth Allowance or ABSTUDY customers (Mod JY) form (If answered No at question 33 and required)	<input type="checkbox"/>
Parole requirements to be provided when attending one of our service centres or your Employment Services Provider	<input type="checkbox"/>
New bank account details	<input type="checkbox"/>
Documents to verify details of your entry contribution	<input type="checkbox"/>
Full copy of your signed lease or tenancy agreement	<input type="checkbox"/>

B – Action dates

Ensure manual review activity has been coded to follow-up return of forms/documents.

Date requested on (DD MM YYYY)

1

2

3

4

5

Date to be returned (DD MM YYYY)

C – Further information

[illegible]