

Notes for Bereavement Payment of

- Parental Leave Pay
- Family assistance

Online services



Use our online services

You do not need to complete this form if you use our online services to claim. Claiming online is faster.

You can access your Centrelink online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at **my.gov.au** and link it to your Centrelink online account.

To make a claim for Stillborn Baby Payment, Parental Leave Pay or Family Tax Benefit, sign into your Centrelink online account through myGov. Select **Payments and Claims**, then **Make a Claim**.

When to use this form



These notes provide information about Parental Leave Pay and family assistance payments available for a child who was stillborn or who has recently died.

Use this form if you wish to claim any of the following payments:

- Parental Leave Pay for a child who was stillborn or who has recently died
- Stillborn Baby Payment
- Family Tax Benefit for a child who has recently died.

You cannot use this form to claim for the following payments:

- Child Care Subsidy
- Dad and Partner Pay
- Family Tax Benefit annual lump sum.

For stillborn children:

- the Stillborn Baby Payment may be paid where Parental Leave Pay cannot be paid because you have not met the Paid Parental Leave scheme work test requirements
- born as part of a multiple birth (for example, twins or triplets), Parental Leave Pay may be payable for one child and Stillborn Baby Payment for the other child or children.

For more information



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

Call us on **136 150**.

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

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

Call charges may apply.

If you have a hearing or speech impairment, you can contact the **TTY service** Freecall™ **1800 810 586**. A TTY phone is required to use this service.

Keep these Notes (pages 1 to 24) for your information.

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Claiming on behalf of another person

If you are claiming Family Tax Benefit for a child who has died and the child's parent or guardian has also died, you should answer the questions using the deceased parent's or guardian's details, and their tax file number (if available). You can only claim Parental Leave Pay for a newborn child who was stillborn or recently died if you were, or would have been, the primary carer of the child.

The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

Social Work Assistance

A Services Australia social worker can provide short-term counselling, support and information to help you through this difficult time. You can ask to speak with a social worker by calling us on **136 150** Monday to Friday, 8 am to 5 pm local time.

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

If you are affected by family and domestic violence, and are concerned about your or your family's safety, there is support available.

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

Having a partner Question 13

You have a partner if we consider you a member of a couple. We consider you a member of a couple if you are either:

- married
- in a registered relationship, or
- in a de facto relationship.

A registered relationship is where your relationship is registered under a law of a state or territory. A de facto relationship is where you and your partner are in a relationship similar to a married couple but are not married or in a registered relationship.

We may still consider you a member of a couple if you are not physically living with your partner. For example, your partner may fly-in fly-out or live away for work, like military or oil rig workers.

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

Partner Permitted to Enquire

Question 14

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 you earned, changes in your circumstances and view your details online.

They **cannot**:

- act on your behalf with Centrelink
- apply for payments for you
- complete 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 servicesaustralia.gov.au/privacy

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

Parental Leave Pay and foster care

Question 56, 73 and 77

Formal foster care is the placement, by the state or territory, of a child away from their parents or guardians into the temporary care of a person or family that are trained and supervised by social services. Informal foster care can include situations where the carer is not necessarily related to this child but is caring for this child full time.

Formal foster carers are not eligible for Parental Leave Pay. You may be eligible for the Newborn Upfront Payment and Newborn Supplement paid with Family Tax Benefit Part A for a foster child(ren) aged under 1 year who came into your care for 13 continuous weeks or more.

Adoptions

Question 60 and 76

An adoptive parent is a person who has adopted (or is in the process of adopting) a child. Completed adoptions transfer parental status, including legal rights and responsibilities, to the adoptive parent(s).

To be eligible for Parental Leave Pay, an adopted child (or intended adoptive child) must have been placed with the approved adoptive parents by an authorised party for the purpose of adoption before the child turns 16 years of age. In addition to this, adoption must have been the intention **at the time of placement**, for example, the child was not initially placed for the purpose of long term foster care.

Primary carer

Question 74 and 83

A child's primary carer is the person who was most meeting the child's physical needs. This will usually be the mother of a newborn child or the initial primary carer of an adopted child. There can only be one primary carer for a child at one time.

You are considered to be the primary carer of your child even if your child was in hospital.

What is the Paid Parental Leave scheme?

The Paid Parental Leave scheme provides income tested and work tested payments that enables eligible parents to take time off work to care for a new baby or recently adopted child. Payments provided under this scheme may also be payable when a child is stillborn or dies.

There are 2 payments under the Paid Parental Leave scheme:

- Parental Leave Pay, which is payable to eligible working parents who are the child's primary carer (usually the birth mother or the initial primary carer of an adopted child). This form may be used to claim Parental Leave Pay.
- Dad and Partner Pay, which is payable for up to 2 weeks to eligible working fathers or partners. Eligible fathers or partners must lodge a separate claim for Dad and Partner Pay.

You cannot be paid JobKeeper Payment at the same time as receiving Parental Leave Pay or Dad and Partner Pay.

What is Parental Leave Pay? Question 45

Parental Leave Pay is a government funded payment paid under the Paid Parental Leave scheme for primary carers (usually birth mothers). Eligible working parents with a newborn or recently adopted child can receive Parental Leave Pay at the rate of the National Minimum Wage. Full-time, part-time, casual, seasonal, contract and self-employed workers may be eligible.

For children born or adopted before 1 July 2020, Parental Leave Pay is a single continuous block of payment of up to 18 weeks (90 payable weekdays).

For children born or adopted on or after 1 July 2020, Parental Leave Pay is made up of 2 parts:

- a Paid Parental Leave period of up to 12 weeks (60 payable weekdays)
- up to 30 Flexible Paid Parental Leave days.

If you are eligible, you can connect your Flexible Paid Parental Leave days to your Paid Parental Leave period. This can extend your block of payment to a maximum of 18 weeks (90 payable weekdays).

You can receive Parental Leave Pay before, after or at the same time as employer provided paid or unpaid maternity or parental leave. This also applies to other employer funded leave entitlements, such as annual or long service leave.

The Paid Parental Leave scheme provides you with Parental Leave Pay but does not give you an entitlement to leave. The scheme does not change any of your existing leave entitlements.

What is the Paid Parental Leave period?

Your Paid Parental Leave period is a continuous block of payment following your child's birth or adoption. You will receive payment for Monday to Friday at the rate of the National Minimum Wage.

For children born or adopted before 1 July 2020

Your Paid Parental Leave period can be up to 18 weeks (90 payable weekdays). To receive the full 18 weeks you will need to:

- lodge your claim
- provide proof of birth or adoption
- choose a Paid Parental Leave period start date

within 34 weeks from the child's birth or adoption.

Your Paid Parental Leave period will end no later than 52 weeks after the birth or adoption of your child. Your Paid Parental Leave period cannot be paid for the child after this time.

Continued

For children born or adopted on or after 1 July 2020

Your Paid Parental Leave period can be up to 12 weeks (60 payable weekdays). To receive the full 12 weeks you will need to:

- lodge your claim
- provide proof of birth or adoption
- choose a Paid Parental Leave period start date

within 40 weeks from the child's birth or adoption.

Your Paid Parental Leave period will end no later than 52 weeks after the birth or adoption of your child. Your Paid Parental Leave period cannot be paid for the child after this time.

Choosing your Paid Parental Leave period start date

In this form, you can choose the start date for your Paid Parental Leave period.

The Paid Parental Leave period start date is not the date your first payment is received, it is the start of your entitlement period. When your Parental Leave Pay is assessed, your first payment will include any arrears you may be entitled to.

If you lodge your claim and proof of birth or adoption for your child, along with any other requested documentation:

- within 28 days of the birth or adoption, you can choose a Paid Parental Leave period start date between the child's date of birth and 52 weeks after the birth.
- more than 28 days after the birth or adoption, you can choose a Paid Parental Leave period start date between the date you lodge your claim and proof of birth for your newborn child and 52 weeks after the birth.

If you have lodged your claim, you can only change your Paid Parental Leave period start date if your Paid Parental Leave period has not already begun and you can only choose a new date on or after the date you request the change.

What is Flexible Paid Parental Leave?

For children born or adopted on or after 1 July 2020

You may be eligible for Flexible Paid Parental Leave if your child is born or adopted on or after 1 July 2020.

You may receive up to 30 Flexible Paid Parental Leave days. You can choose how and when you get these days.

To be eligible for Flexible Paid Parental Leave you need to make a claim for Parental Leave Pay within 1 year of your child's birth or adoption. You will also need to claim and take any available Flexible Paid Parental Leave days within 2 years of your child's birth or adoption.

Flexible Paid Parental Leave days can be taken on any dates between the Paid Parental Leave period and 2 years after your child's birth or adoption. These dates can be for weekdays and weekend days. Flexible Paid Parental Leave days cannot be claimed for dates more than 42 days in the past.

Flexible Paid Parental Leave days can be:

- connected to your Paid Parental Leave period as a block of up to 6 weeks (30 payable weekdays). You may receive up to 18 weeks (90 payable weekdays) as a continuous period.
- taken on any day you want them between the end of your Paid Parental Leave period and 2 years after your child's birth or adoption.
- a combination of the 2 options above.

Special rules apply if you are claiming because someone is transferring only Flexible Paid Parental Leave to you. In these circumstances you can lodge your claim within 2 years of the child's birth or adoption.

Who is eligible for Parental Leave Pay?

To be eligible for Parental Leave Pay for a newborn child who was stillborn or recently died, you must:

- have been, or would have been, the primary carer for a newborn or recently adopted child
- meet the Paid Parental Leave residence requirements (see page Notes—15)
- have met the Paid Parental Leave work test before the birth or adoption
- have an individual adjusted taxable income of \$150,000 or less in the financial year before the date of birth or adoption or date of claim, whichever is the earlier.

To be eligible for the Paid Parental Leave period you must be eligible on each day from the day you became, or would have become, the primary carer of the child until the end of your Paid Parental Leave period.

For children born or adopted on or after 1 July 2020, to be eligible for a Flexible Paid Parental Leave day you must be eligible on that day.

You may still be eligible for Parental Leave Pay for a child who was stillborn or recently died, even if you have returned to work.

Parental Leave Pay is only paid for 1 eligible child in each pregnancy or adoption.

You cannot be paid JobKeeper Payment at the same time as receiving Parental Leave Pay.

Paid Parental Leave scheme work test

To meet the Paid Parental Leave work test you must have:

- worked for at least 295 days (approximately 10 months) of the 392 days (approximately 13 months) before the birth or the date your child came into, or would have come into, your primary care
- worked at least 330 hours in that 295 day (approximately 10 month) period (just over 8 hours a week), with no more than a 12 week (84 day) continuous gap within the 10 month period.

Previous periods of Parental Leave Pay and/or Dad and Partner Pay can be included as qualifying work for the work test. If you are including a previous period of Parental Leave Pay and/or Dad and Partner Pay in the work test, a weekday counts as 7.6 hours.

Continued

Periods of JobKeeper Payment, paid through your employer, also counts towards the work test.

For periods of JobKeeper Payment, we count whichever is greater:

- 7.6 hours for each weekday in the period (not including weekends)
- the number of hours actually worked each day (including weekends)
- the number of hours of paid leave each day.

There are some exceptions if you do not meet the work test due to:

- pregnancy related complications or illness
- premature birth, or
- employment in a dangerous job that required you to cease work due to hazards in your workplace that were a risk to your pregnancy and where the birth or adoption is **on or after** 1 January 2020.

Question 124

Dangerous Job (applied for children born **on or after** 1 January 2020)

If you had to cease work due to hazards in your workplace that were a risk to your pregnancy (for example, jockey or boxer), you may be able to move your work test period to an earlier date.

You will need to provide proof:

- of the job you were doing before your child was born, and
- the date you stopped working.

Proof of your job can include:

- a letter from your employer
- a copy of your contract or workplace agreement.

You also need to provide proof:

- explaining the hazards that were a risk to your pregnancy, and
- why they prevented you from continuing work.

Proof of the risk to your pregnancy can include:

- a medical certificate or letter from a medical professional
- a letter from your employer
- industry regulations or guidelines.

Proof if you are self employed

If you are self-employed, proof includes you providing the following:

- a copy of your contract or industry regulations or guidelines, and
- a statutory declaration stating:
 - the type of work you performed, including your job description
 - the date you stopped working
 - a description of the hazards that were a risk to your pregnancy
 - an explanation of why the hazards prevented you from continuing work.

For more information, go to servicessaustralia.gov.au/parentalleavepayworktest

Parental Leave Pay and other payments

Parental Leave Pay, Stillborn Baby Payment and Newborn Supplement

You cannot receive both Parental Leave Pay and Stillborn Baby Payment for the same stillborn child. If you meet the eligibility criteria for both payments, you can choose which payment is the best financial decision for your family.

You cannot receive both Parental Leave Pay and the Newborn Upfront Payment and Newborn Supplement paid with Family Tax Benefit Part A for a child who has recently died.

In the case of a multiple birth, you could claim Parental Leave Pay for one child and depending on the circumstances either:

- Stillborn Baby Payment
- Newborn Upfront Payment and Newborn Supplement

for the other child(ren). If you are claiming for more than one child, you will need to complete a separate claim form for each child.

If you lodge a claim for Parental Leave Pay and later decide that you want to change your claim to be paid Newborn Upfront Payment and Newborn Supplement with Family Tax Benefit Part A or Stillborn Baby Payment (in the event of a stillborn child), you must contact us before the start of your Paid Parental Leave period. If you do not do this, you will automatically receive Parental Leave Pay if it is payable to you and you will not be able to be paid Newborn Upfront Payment and Newborn Supplement with Family Tax Benefit Part A or Stillborn Baby Payment.

If your claim for Parental Leave Pay is rejected, you may be eligible to be paid Newborn Upfront Payment and Newborn Supplement with Family Tax Benefit Part A or Stillborn Baby Payment.

Parental Leave Pay and other family assistance payment(s)

Parental Leave Pay is treated as taxable income and counts as income for some family assistance payment(s), including:

- Family Tax Benefit Part A
- Family Tax Benefit Part B
- Stillborn Baby Payment
- any future Parental Leave Pay
- Dad and Partner Pay
- Child Care Subsidy.

Parental Leave Pay will also be included in the adjusted taxable income for child support purposes and the Commonwealth Seniors Health Card. Dad and Partner Pay will be included in your adjusted taxable income for the Commonwealth Seniors Health Card. Parental Leave Pay and Dad and Partner Pay are regarded as income for the Low Income Health Care Card.

Parental Leave Pay and Family Tax Benefit Part B

You (and/or your partner) cannot receive Family Tax Benefit Part B during the Paid Parental Leave period.

Family Tax Benefit Part B may be paid after the end of the Paid Parental Leave period and in between Flexible Paid Parental Leave days.

Continued

Effect on other payments

Parental Leave Pay and Dad and Partner Pay is counted as income for income support purposes. We will include this in the income calculation of your income support payment for you. Your income support payment will either be reduced or cancelled while you are receiving Parental Leave Pay or Dad and Partner Pay. If your income support payment is cancelled it will also impact your concession card and Family Tax Benefit Part A rate.

For more information, go to servicessaustralia.gov.au/income

Who will provide your Parental Leave Pay?

If your child was stillborn or has recently died, you can choose to have your Parental Leave Pay provided directly by us. However, if you prefer, your employer may still provide your Paid Parental Leave period and connected Flexible Paid Parental Leave days to you.

Your Paid Parental Leave period and connected Flexible Paid Parental Leave days will be provided to you by your employer in your usual pay cycle if you:

- agree for your employer to provide your payment
- have worked for your employer for 12 months or more before the expected date of birth or adoption
- will be their employee for your Paid Parental Leave period and connected Flexible Paid Parental Leave days
- are an Australian-based employee
- expect to receive at least 8 weeks of Parental Leave Pay.

Parental Leave Pay will be provided to you by us if you either:

- choose to be paid by us
- are self-employed
- have ceased to be employed
- receive an income support payment, or
- are receiving Flexible Paid Parental Leave days not connected to the end of your Paid Parental Leave period.

Parental Leave Pay is a taxable payment. When your employer provides the payment, they will withhold Pay As You Go (PAYG) tax at the usual rate.

Transferring Parental Leave Pay

Questions 87 to 89

Questions 91 to 93

Questions 95 to 100

The child's birth mother or the initial primary carer may transfer some or all of their Parental Leave Pay for the child to another person. Generally, the birth mother or initial primary claimant will need to lodge a claim and be assessed as eligible for Parental Leave Pay before another person claims.

For more information, go to servicessaustralia.gov.au/parentalleavepay

What is Dad and Partner Pay?

Dad and Partner Pay is a payment under the Paid Parental Leave scheme to support eligible working fathers and partners (including adopting parents) who are caring for a newborn or recently adopted child. Dad and Partner Pay may also be payable when a child is stillborn or dies.

Dad and Partner Pay is a taxable payment paid at the rate of the National Minimum Wage for a maximum of 2 weeks. You cannot use this form to claim Dad and Partner Pay. You can claim online by logging into your Centrelink online account through myGov or by completing the **Claim for Dad and Partner Pay (FA080)** form.

You cannot be paid JobKeeper Payment at the same time as receiving Dad and Partner Pay.

Stillborn Baby Payment

What is Stillborn Baby Payment?

Question 130

Stillborn Baby Payment is available for stillborn children if Parental Leave Pay is not payable. If you meet the eligibility criteria for both Parental Leave Pay and Stillborn Baby Payment you can choose which payment is the best financial decision for your family.

A stillborn is a baby:

- who weighed at least 400 grams at delivery or whose period of gestation was at least 20 weeks
- who has not breathed since delivery
- whose heart has not beaten since delivery.

Stillborn Baby Payment is an income tested payment payable to families who have an estimated combined adjusted taxable income of \$64,311* or less in the 6 month period beginning on the day of the child's delivery or are eligible for Family Tax Benefit Part A within 52 weeks beginning on the day of the child's delivery.

For further information about estimating your income and adjusted taxable income (see page Notes—19).

Stillborn Baby Payment is a lump sum payment. To get Stillborn Baby Payment you must lodge this claim **no later than 52 weeks (364 days) beginning on the day of the stillborn child's delivery.**

In the case of multiple birth, you could claim Parental Leave Pay for one child (including stillborn) and Stillborn Baby Payment for the other child(ren) or Stillborn Baby Payment for each stillborn child. If you are claiming for more than one child, you will need to complete a separate claim form for each child.

For more information on Stillborn Baby Payment, go to **servicesaustralia.gov.au/stillbornpayment**

* **Disclaimer** – Information contained in this form in respect of entitlements may not be current. Rate information may be based on proposed changes to legislation or take into account Consumer Price Indexing. The information should not be relied on as a substitute for specific advice relevant to a person's particular circumstances. Contact Services Australia for full details of any entitlements and services for which you may be eligible, or how any pending changes in legislation, programs or services may affect you. For information on current Stillborn Baby Payment rates, go to **servicesaustralia.gov.au/stillbornpayment**

About Family Tax Benefit

What is Family Tax Benefit?

Question 136

Family Tax Benefit is a payment to help you with the costs of raising your dependent child(ren). There are 2 parts to Family Tax Benefit—Part A and Part B.

Family Tax Benefit Part A is worked out on your family's combined annual income and the ages and number of dependent children in your care. It is paid for eligible children up to the age of 16 years and for young persons 16 to 19 years of age who are full-time secondary students (until the end of the calendar year they turn 19 years of age).

Family Tax Benefit Part B provides extra assistance to single parents, non-parent carers (including grandparents) and couples with 1 main income earner.

Family Tax Benefit Part B is subject to an income test and can be paid to:

- couples until the youngest child turns 13 years
- single parents, grandparent and great-grandparent carers until the youngest child turns 16 years, or until the end of the calendar year the child turns 18 years, if the child is in full-time secondary study.

The term 'parent' refers to a natural, adoptive or relationship parent (a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place).

For Family Tax Benefit Part B, a **grandparent** is either:

- a parent of a parent of the child
- a parent of a grandparent of the child (great-grandparent).

You are also considered to be a grandparent if you are the former partner of a natural, adoptive or relationship grandparent or great-grandparent.

For the purposes of deciding if you are a grandparent:

- a **parent** is a natural, adoptive, relationship or step parent of a child
- a **step parent** is the partner or former partner of a natural, adoptive or relationship parent of a child
- a **relationship parent** is a person who is legally responsible for a child born through an assisted conception procedure or where a surrogacy court order is in place.

Family Tax Benefit is assessed using your estimate of your actual annual family income for the 2020–21 financial year.

There is no asset test for Family Tax Benefit.

What is a financial year?

- A financial year:
- begins on 1 July in any year
 - ends on 30 June of the following year.

For example: 1 July 2020 to 30 June 2021
1 July 2019 to 30 June 2020.

Family Tax Benefit Bereavement Payment

Questions 136 and 137

This payment is available to a parent or guardian to provide financial support in the period following the death of their child. To be eligible, the child must have been an eligible child and the family must be eligible to receive Family Tax Benefit at the time of the child's death. It is paid for children who pass away shortly after birth (neonatal death) and older children.

Continued

The Family Tax Benefit Bereavement Payment is **not** payable for a stillbirth.

You may receive the Family Tax Benefit Bereavement Payment for up to 14 weeks from the date the child died. It can be paid as fortnightly payments or as a lump sum. The amount and period which can be paid will depend on your family's income and the age of each child.

Who is eligible for Family Tax Benefit?

To be eligible for Family Tax Benefit you must:

- provide care to an eligible child (see page Notes—16)
- meet the Australian residence requirements for family assistance purposes (see page Notes—15).

Zero rate Family Tax Benefit

Receiving a zero rate means you have already lodged a claim for Family Tax Benefit and have received a letter advising that you are eligible for Family Tax Benefit, but either:

- you have chosen to receive all of your payments at the end of the financial year after your tax return(s) have been lodged and your actual adjusted taxable income has been received from the Australian Taxation Office
- your fortnightly payments have reduced to zero because you (or your partner) have not lodged your tax return(s) for a previous year
- your fortnightly payment amount is zero because your family income estimate is too high.

You are not receiving a zero rate if you lodge a claim for Family Tax Benefit as an annual lump sum each financial year, or if your Family Tax Benefit has been cancelled for any reason.

Newborn Upfront Payment and Newborn Supplement

Payment of Family Tax Benefit Part A to eligible families may include the Newborn Supplement for a period of up to 13 weeks, for newborn children, children aged under 1 year entrusted to your care or children of any age entrusted to your care as part of an adoption process where Parental Leave Pay has not been paid. Where Newborn Supplement is payable, the Newborn Upfront Payment may also be paid as a one off payment. The rate of Newborn Supplement that a family may be eligible for depends on the number of children in the family.

For more information on Newborn Supplement, go to servicesaustralia.gov.au/families

Shared care Question 46 and 47

If you shared the care of a child who has died or any other dependent child(ren) in your care, you may be paid Family Tax Benefit for all of the eligible children. You must have had care of the child for at least 35% of the time.

A care period:

- begins on the day on which the care of a child starts to be shared between 2 or more people, or the day on which the pattern of care changes
- ends when there is a subsequent change in care.

If you shared the care of your child for 14% to less than 35% of the time, you will not be entitled to receive Family Tax Benefit.

About Rent Assistance

What is Rent Assistance?

Questions 142 to 166

You may be eligible for Rent Assistance if you rent your accommodation in the private rental market. This includes paying private rent, board or lodging for accommodation in a house, flat or unit, boarding house, hostel or private hotel. It also includes paying ground rent, site fees or mooring fees for a caravan, mobile home or boat in which you live.

If you are entitled to Rent Assistance it is generally paid fortnightly with your Family Tax Benefit payments. However, if you receive your Family Tax Benefit fortnightly, you can also choose to receive your Family Tax Benefit and Rent Assistance at the end of the financial year when your actual annual family income is known.

You are not entitled to Rent Assistance if you are the primary tenant in Government rent (that is, your (and/or your partner's) name is on the rental contract (lease) with the state or territory housing authority), or you own or jointly own the home you live in.

The rate of Rent Assistance depends on the amount of rent you pay and the number of dependent children you have in your care. Rent Assistance is added to the other components of Family Tax Benefit Part A and the total payment may be reduced depending upon your family income or child support payment(s) received.

Verifying your rent

You may need to provide verification of the amount of rent you pay if you wish to receive Rent Assistance. You can do this by providing us with a current lease or tenancy agreement. If you do not have a current lease or tenancy agreement, we may ask you to verify your rent in another way.

If you receive Rent Assistance, you are required to notify us if there is a change in the amount of rent you pay or a change of address. You may be requested to reconfirm or reverify your rent details when your rent or address details change or as part of a review.

For more information about Rent Assistance, go to servicesaustralia.gov.au/rentassistance

Australian residence requirements

Questions 18 to 30, 101, 104, and 175

To be eligible for Parental Leave Pay and Family Tax Benefit (including all additional and ancillary benefits and payments) you must satisfy residence requirements. You must be living in Australia and either:

- be an Australian citizen
- hold a permanent visa
- have arrived on a New Zealand passport
- hold a partner provisional or temporary protection visa.

In deciding whether you are living in Australia, we may need to look at the nature of your accommodation, the nature and extent of family relationships in Australia, the nature and extent of employment, business or financial ties with Australia, the frequency and duration of travel outside Australia and any other relevant matters.

Newly arrived residents generally will have a waiting period (some exemptions apply) of:

- 1 year for Family Tax Benefit Part A
- 2 years for Parental Leave Pay.

There is no waiting period for Family Tax Benefit Part B.

You can find more information on how long you may need to wait and reasons you may be exempt by going to servicessaustralia.gov.au/newresidentswaiting

Parental Leave Pay and residence requirements

To be eligible for a Paid Parental Leave period, you must meet all eligibility requirements for each day between the child's birth (or entry into your primary care) and the end of your Paid Parental Leave period, even if you do not choose to have your Parental Leave Pay start from the date of birth (or entry into primary care) of your child.

You cannot receive a Paid Parental Leave period if your child is born (or comes into your primary care) before you meet the residence requirements.

If you are claiming for a child born or adopted on or after 1 July 2020, to be eligible for Flexible Paid Parental Leave days you must meet residence requirements on:

- the day your child was born (or came into your primary care)
- each of your Flexible Paid Parental Leave days.

Absences from Australia may affect your Parental Leave Pay. You may be able to claim Parental Leave Pay during a temporary absence from Australia if you have been absent for less than 56 weeks.

Temporary visa holders may not be eligible for Parental Leave Pay during any absence from Australia. When your Paid Parental Leave period is stopped it generally cannot be resumed on return to Australia.

For more information about the conditions for payments while outside Australia, go to servicessaustralia.gov.au/paymentsoverseas

Family assistance and residence requirements

Absences from Australia may affect your family assistance payments. If you are temporarily absent from Australia for less than 6 weeks, you may be eligible to receive family assistance payments during this period.

For more information about the conditions for payments while outside Australia go to servicessaustralia.gov.au/paymentsoverseas

Eligible child

An eligible child for the purposes of Family Tax Benefit must:

- be aged 0 to 15 years, or
- be a young person aged 16 to 19* years who is in full-time secondary study leading towards a Year 12 or equivalent qualification or who is exempt from this requirement, and
- be in your care for at least 35% of the time and you must be responsible (whether alone or jointly with someone else) for their day-to-day care, welfare and development
- be an Australian resident or New Zealand citizen living in Australia or live with the person claiming family assistance
- not be your partner
- generally not be temporarily outside Australia for longer than 6 weeks
- not be receiving an income support payment, such as Youth Allowance, or a Commonwealth Education Supplement.

If a child was 16 years or older and received any of the following payments for the whole financial year, this child was not an eligible child:

- Carer Payment
- Disability Support Pension
- Disability Support Pension (Blind)
- Parenting Payment
- Sickness Allowance
- Special Benefit
- Youth Allowance
- Veterans' Children Education Scheme (VCES) / Military Rehabilitation and Compensation Act Education and Training Scheme (MRCAETS) paid by the Department of Veterans' Affairs.

* Family Tax Benefit can be paid for a young person up to the end of the calendar year in which they turn 19 years, as long as they are in full-time secondary study.

Why your income details are important

Question 106 and 107

Question 134 and 135

Question 170 and 171

- If your **Family Tax Benefit** is paid fortnightly, we use your (and/or your partner's) estimate of your annual family income for the current financial year to work out your fortnightly rate.
- Your income for **Parental Leave Pay** will be based on your actual adjusted taxable income in the financial year **before** the date of birth or adoption of the child. The Paid Parental Leave income test is based on your individual income, not family income (it does not include your partner's (if you have one) income). For example, if you are lodging a claim for Parental Leave Pay for a child born during the 2020–21 financial year, we need to know your income for the 2019–20 financial year.
- Your and your partner's (if you have one) income for Stillborn Baby Payment will be based on the 6 months **beginning** on the date your child was delivered.

Where you are asked to estimate your income it is important to do it as accurately as possible to reduce the risk of being overpaid.

If you overestimate your annual family income for family assistance

If you overestimate your annual family income and are underpaid during the year, your Family Tax Benefit will be topped up to your actual entitlement after the end of the financial year. To receive the top up, you and your partner (if you have one) must lodge a tax return and have your income details confirmed by the Australian Taxation Office, or tell us that you are not required to lodge, within 12 months of the end of the financial year during which you received the payments.

You and your partner (if you have one) must lodge a tax return(s) and have your income details confirmed by the Australian Taxation Office, or tell us that you are not required to do so within 12 months of the end of the financial year during which you received the payments. If there are special circumstances that prevent you from doing this, you must contact us.

Family Tax Benefit including top-up payments and end of year supplement payments may be used to repay any money you owe and offset a tax debt, if you have one.

If you underestimate your annual family income for family assistance

If your actual annual family income is more than you estimated, and you have been paid too much Family Tax Benefit, you will have to pay back the amount you should not have been paid.

If you underestimate your income for 2 consecutive financial years and you then have no entitlement to Family Tax Benefit when your actual income is confirmed, you may not be able to receive Family Tax Benefit as fortnightly instalments.

For every \$1,000 your actual annual family income is higher than your estimate, you **may** have an overpayment of up to \$500 (such as \$300 for Family Tax Benefit Part A and \$200 for Family Tax Benefit Part B) and have to pay it back after the end of the financial year.

All overpayments need to be paid back. Any money you owe may be recovered from your tax refund and/or future family assistance payments, including arrears, lump sum, top up, and end of year supplement payments even if you have a current payment arrangement in place with us.

Continued

Lodging tax returns for family assistance

You and your partner (if you have one) must lodge a tax return and have your income details confirmed by the Australian Taxation Office, or tell us that you are not required to do so within 12 months of the end of the financial year during which you received the payments. If there are special circumstances that prevent you from doing this, you must contact us. The Australian Taxation Office can tell you whether you are required to lodge an income tax return. If you do not do either of these things, any Family Tax Benefit you have received will become a non-lodger debt and will have to be paid back.

If you are not required to lodge a tax return, we may still confirm your income with the Australian Taxation Office. We may use information from a number of sources including payment summaries lodged by your employers and declarations from financial institutions about interest earned or dividends received.

Your family assistance payments will be balanced after the end of the financial year

A checking process occurs after the end of the financial year. The amount of Family Tax Benefit and Child Care Subsidy you received throughout the year will be checked against the amount you should have received, based on your actual annual family income. This is done **after you (and/or your partner) have lodged a tax return and had your income details confirmed by the Australian Taxation Office** or have advised us that you (and/or your partner) are not required to lodge an income tax return.

Family Tax Benefit Part A and Part B supplement payments are available at the end of the financial year once your payment(s) have been balanced. To receive the Family Tax Benefit Part A supplement, a combined adjusted taxable income limit of \$80,000 or less applies. Payment of the supplements is dependent on tax returns being lodged within the required timeframe and having your income details confirmed by the Australian Taxation Office, or advising us that you (and/or your partner) are not required to lodge a tax return.

What happens if I do not lodge my tax return or notify Services Australia that I am not required to lodge my tax return within the required timeframe?

You will no longer receive your Family Tax Benefit on a fortnightly basis if you (and/or your **current** partner) do not:

- lodge your income tax return(s) and as a result, a debt is raised, or
- tell us that you (and/or your **current** partner) are not required to lodge your income tax return(s) within the required timeframe.

This may also apply where you (and/or your **current** partner) have outstanding debts from previous financial years you received Family Tax Benefit and did not lodge an income tax return(s), or tell us that you were not required to lodge.

Should you (and/or your **current** partner) receive further non-lodger debts as a result of not lodging your income tax return(s) and having your income details confirmed by the Australian Taxation Office, your family assistance payments may be cancelled. If this occurs, neither you nor your current partner will be eligible to be paid until the debts are resolved or the outstanding income tax return(s) are lodged and your income details are confirmed by the Australian Taxation Office.

What is adjusted taxable income?

Question 106 and 107

Question 134 and 135

Question 170 and 171

The income you need to tell us is your and your partner's (if you have one) annual family income.

Adjusted taxable income consists of:

- taxable income
- exempt reportable fringe benefits
- reportable fringe benefits
- reportable superannuation contributions
- total net investment losses
- tax-free pensions or benefits
- foreign income
- tax exempt foreign income
- LESS child support you have paid.

Taxable income

Taxable income = gross income less allowable deductions.

Taxable income is the amount remaining after you take away all your allowable deductions from your assessable or gross income. Even if you do not expect to or are not required to lodge a tax return for the 2020–21 financial year, any income you earn in the financial year is still considered taxable income and you should include it in your estimate.

Your gross income may include the following:	
• money from employment	• partnership* and trust distributions
• Parental Leave Pay	• many income support payments such as pensions and benefits**
• Dad and Partner Pay	• capital gains on disposal of assets
• Disaster Recovery Allowance	• superannuation withdrawals † (Do not include First Home Super Saver Scheme amounts or early release of superannuation as part of the COVID-19 stimulus package.)
• business income	• eligible termination payment(s)
• rental income	• income from banks, credit unions, building societies
• interest	• overtime, bonuses, pay rises and maternity payments
• dividends	• JobKeeper Payment
allowable deductions which should be taken away from your gross income include:	
• deductions for work-related expenses	
• expenses incurred for business purposes and gifts	
• donations to eligible charities and organisations	

* Partnership—means that income from the partnership which is declared to the Australian Taxation Office as partnership income. If you and your partner jointly own a rental property, this is not regarded as being a partnership unless the income from the property is reported to the Australian Taxation Office as partnership income. Each co-owner's share of the income and expenses stated in their individual tax returns must be provided to us when claiming family assistance and updating income estimates.

** List of income support payments table – (see page Notes—20)

† Superannuation withdrawals under the First Home Super Saver Scheme and early release of superannuation as part of the COVID-19 stimulus package are not counted as taxable income for family assistance and child support payments.

Parental Leave Pay and Dad and Partner Pay are not income support payments, and any Parental Leave Pay or Dad and Partner Pay you receive must be included in your estimate of taxable income for family assistance purposes.

Parental Leave Pay and Dad and Partner Pay is counted as income for calculating the rate of income support payments. We will include this in the income calculation of your income support payment for you.

ABSTUDY is not an income support payment, however some components, such as Living Allowance, are taxable and should be included in your estimate of taxable income for family assistance purposes. For more information, go to **servicessaustralia.gov.au/abstudy**

Youth Disability Supplement is not an income support payment, however needs to be included as taxable income if paid with Youth Allowance or ABSTUDY Living Allowance.

****An income support payment is any of the following Australian Government pensions or benefits:**

- | | | | |
|--------------------------------------|---|----------------------------|---|
| • Age Pension | • Department of Veterans' Affairs | • Farm Household Allowance | • Widow Allowance |
| • Austudy | • Service Pension, Income Support Supplement, Veteran Payment or Defence Force Income Support Allowance | • JobSeeker Payment | • Youth Allowance |
| • Carer Payment | | • Parenting Payment | • Youth Disability Supplement (paid with Youth Allowance or ABSTUDY living Allowance) |
| • Coronavirus Supplement | | • Partner Allowance | |
| • Disability Support Pension | | • Special Benefit | |
| • Disability Support Pension (Blind) | | • Special Needs Pension | |

If a tax return is lodged, your taxable income is the income shown on the assessment notices from the Australian Taxation Office for you (and/or your partner). Last year's assessment notice amount may help you estimate your taxable income for the current year.

If you (and/or your partner) are getting an income support payment such as Parenting Payment or JobSeeker Payment, you also need to contact us with your income details to make sure your income support payments are correct.

Reportable fringe benefits

Reportable fringe benefits are provided by your employer and are counted as part of your income. Reportable fringe benefits are non-cash benefits you receive (or assign to someone else) from your employment. The value of any reportable fringe benefits will be recorded on your payment summary for the financial year ending 30 June 2021 and will relate to fringe benefits received between 1 April 2020 to 31 March 2021. You can ask your employer to tell you the amount that is expected to be shown on your payment summary. For more information, go to **servicessaustralia.gov.au/familyincomeestimate**

Examples of reportable fringe benefits provided by employers:	
• helping you pay your rent or home loan	• providing a home phone
• providing a car	• paying your children's school fees
• paying your health insurance premiums	• paying your child care expenses
An employer's contribution to a complying superannuation fund is not a fringe benefit.	

Exempt reportable fringe benefits

Exempt reportable fringe benefits are any reportable fringe benefits received from a not for profit organisation which is eligible for a fringe benefits tax exemption under section 57A of the *Fringe Benefits Tax Assessment Act 1986*. You should check with your employer's payroll area if you are not sure if you receive exempt reportable fringe benefits.

All other reportable fringe benefits

Any reportable fringe benefits received from all other employers that are not eligible for a fringe benefits tax exemption.

Reportable superannuation contributions

Any reportable superannuation contributions are included as income and used to work out your family assistance. Reportable superannuation are personal superannuation contributions made by you or on your behalf by your employer that you will claim as a tax deduction.

These are above those required by law such as an industrial award or the superannuation guarantee.

If you have reportable superannuation contributions, you need to make sure this income is declared to us as part of your family income estimate.

If you do not know if this applies to you, contact your employer, financial adviser or the Australian Taxation Office.

Total net investment losses

The value of any net investment losses **is added back to your estimated annual income**. If you expect to make a loss from rental property income, investment income or both, you need to give details of the total amount of losses. Record losses from investment earnings, not capital losses. Net losses from investments are considered as income for family assistance purposes.

<p>For example</p> <p>Tony expects to make a net loss of \$3,000 on his rental property, but expects to have net income of \$1,000 from his investments. The total net investment loss he must record is \$3,000. Annette expects to make a loss from rental property income of \$4,500 and a loss from investment income of \$1,200. The total net investment loss she must record is \$5,700.</p> <p>As there are 2 different investment types, Tony cannot use the net income from the financial investment to reduce the rental property loss for family assistance purposes.</p>

How do I work out my total net investment loss?

If you expect to make a loss from rental property income, investment income or both, you need to give us the details of the total amount of losses. It is important you only record losses from investment earnings, not capital losses.

A capital loss is the difference between the purchase price and sale price, where an asset is sold for less than it was purchased for. Investment earnings include taxable and tax exempt interest, dividends and rental income.

If you do not know if this applies to you, contact your accountant, financial adviser or the Australian Taxation Office.

Tax free pensions or benefits

Income from tax free pensions and benefits that you (and/or your partner) receive through Services Australia or the Department of Veterans' Affairs must be included in your estimate of annual income for family assistance purposes.

Tax free pensions or benefits do not include Family Tax Benefit, Bereavement Payment, Rent Assistance, Remote Area Allowance, Carer Allowance, Language, Literacy and Numeracy Supplement or Pharmaceutical Allowance (paid by either Services Australia or the Department of Veterans' Affairs).

Services Australia tax free pensions include:

- Disability Support Pension paid to a person who is not old enough to receive the Age Pension
- Youth Disability Supplement paid with Disability Support Pension
- Carer Payment where both the carer and the person being cared for are not old enough to receive the Age Pension
- Wife Pension paid where both the recipient and the spouse (if applicable) are not old enough to receive the Age Pension.

Department of Veterans' Affairs tax free pensions include:

- Invalidity Service Pension where the recipient is not old enough to receive the Age Pension
- Disability Pension, War Widow's and War Widower's Pensions
- Special Rate Disability Pension
- Partner Service Pension where both the carer, and the veteran being cared for, are under Age Pension age and the veteran has died and received an Invalidity Service Pension at the time of death
- Defence Force Income Support Allowance, if it is tax free
- Permanent Impairment as defined in the *Military Rehabilitation and Compensation Act (2004)* (MRCA)
- Wholly Dependent Partner.

If you are not sure what type of payment you get from the Department of Veterans' Affairs, you should contact them on **1800 555 254**.

Foreign income

Any income earned, derived or received from sources outside Australia that you (and/or your partner) receive for which you do not have to pay Australian tax is counted as foreign income. Foreign income is included in your estimate of annual income for family assistance purposes.

Newly arrived residents should include foreign income earned in the 2020–21 financial year before arriving in Australia when estimating their income for the 2020–21 financial year. You should use the exchange rate applicable to convert foreign income amounts into Australian dollars.

For more information on foreign income and exchange rates, go to

servicessaustralia.gov.au/familyoverseasincome

Tax exempt foreign income

Tax exempt foreign income is any income for qualifying service on a particular approved project (under section 23AF of the *Income Tax Assessment Act 1936*) and/or foreign service (under section 23AG of the *Income Tax Assessment Act 1936*) for a continuous period of 91 days or more. If you (and/or your partner) receive this type of income, it will be recorded on your (and/or your partner's) payment summary. If you (and/or your partner) expect to pay Australian tax on any foreign income, include this amount in your (and/or your partner's) taxable income component.

Child support you pay

Child support includes:

- private child support payments—any amount you (and/or your partner) pay directly to another person (either as a result of a court order or a private agreement)
- any child support you (and/or your partner) pay through Child Support
- non-cash child support—for example school fees, rent/mortgage payment
- other amounts—which are not part of a property settlement.

You (and/or your partner) should keep proof of the child support you (and/or your partner) pay as you (and/or your partner) may be asked to show evidence of your (and/or your partner's) claim. The full amount you (and/or your partner) pay for child support is subtracted from your (and/or your partner's) estimate of annual income.

Your income for Parental Leave Pay will be for the financial year **before** the date of this claim or the date of birth or adoption of the child, whichever is earlier. For example, if you are lodging a claim for Parental Leave Pay for a child born during the 2020–21 financial year, we need to know the amount of child support you **pay** as part of your 2019–20 financial year income. Any child support you **pay** must be for your own child support assessment (not your partner's), in the financial year.

Adjusting your future Family Tax Benefit payment(s)

Family Tax Benefit recipients may have their ongoing payment(s) adjusted automatically to avoid or reduce a projected Family Tax Benefit overpayment. This will apply to all Family Tax Benefit recipients who receive their payment in fortnightly instalments.

Tips to help you and your partner

1. Get to a reasonable starting point for your income estimate

Start with what you are earning this financial year.

2. Think about things that may change

Will there be any changes that will affect your work or pay?

Will you have additional income from:

- working overtime
- changing casual work, shift work or contract work
- pay rises
- lump sum payments
- receiving a redundancy payout
- child support payments
- Parental Leave Pay and/or Dad and Partner Pay
- changing jobs
- returning to work
- work bonuses
- business or self-employment
- other income, for example, capital gains or commissions.

Will your annual family income for this financial year increase, decrease or stay the same?

3. Keep your estimate up-to-date.

You can notify a change in your annual family income estimate:

- by logging into your Centrelink online account through myGov
- by using the Express Plus Centrelink mobile app
- by using telephone self service on **136 240**
- by visiting one of our service centres.

The website can also assist you with further information regarding family assistance payments and there is a range of online services available making it easier for you to do business with us.

Supporting Working Parents

You and your employer can access a guide to help you understand the laws that relate to pregnancy, parental leave and returning to work. This guide will help working parents effectively discuss their rights with their employer.

For more information about Supporting Working Parents, go to supportingworkingparents.gov.au

Claim for Bereavement Payment (FA008m) of

- Parental Leave Pay
- Family assistance

Online services



Use our online services

You do not need to complete this form if you use our online services to claim. Claiming online is faster.

You can access your Centrelink online account through myGov. myGov is a secure way to access a range of government services online with one username and password. You can create a myGov account at **my.gov.au** and link it to your Centrelink online account.

To make a claim for Stillborn Baby Payment, Parental Leave Pay or Family Tax Benefit, sign into your Centrelink online account through myGov. Select **Payments and Claims**, then **Make a Claim**.

When to use this form



Use this form if you want to claim the following payments for a child who was stillborn or who has recently died. This would generally be the birth mother or partner of the birth mother.

Parental Leave Pay is an income tested and work tested payment that enables eligible parents to take time off work to care for a new baby or recently adopted child. Parental Leave Pay is paid at the rate of the National Minimum Wage for a maximum of 18 weeks (90 payable days). It can be paid for a child who was stillborn or who has recently died.

Stillborn Baby Payment is income tested and is available for stillborn children where Parental Leave Pay has not been paid. Stillborn Baby Payment is paid in a lump sum and can be claimed online.

Family Tax Benefit can be paid to families for a period of 14 weeks after their child dies, including a child who died shortly after birth (neonatal death). This may include Newborn Upfront Payment and Newborn Supplement where eligible. Family Tax Benefit is not paid when a child is stillborn.

This form cannot be used to claim Dad and Partner Pay. To claim Dad and Partner Pay for a child who was stillborn or who has recently died, you can complete the **Claim for Dad and Partner Pay (FA080)** form.

Filling in this form

- 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.

For more information

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

Call us on **136 150**.

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

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

Call charges may apply.

If you have a hearing or speech impairment, you can contact the **TTY service** Freecall™ **1800 810 586**. A TTY phone is required to use this service.



Other languages

English

To speak to us in your language, call **131 202**. Call charges may apply. For information in your language about our payments and services, go to servicesaustralia.gov.au/yourlanguage

Arabic

للتحدث إلينا بلغتك، اتصل على الرقم **131 202**. قد تفرض الرسوم على هذا الاتصال. للحصول على معلومات بلغتك عن المدفوعات والخدمات التي نقدمها، اطلع على الرابط servicesaustralia.gov.au/yourlanguage

Assyrian

دەستەپەچە بۆجە تەختە دێتەهە، مەدە، بەدە جەلەهە، بەنتە **131 202**. تەختە دێتەهە، مەدە، بەدە جەلەهە، بەنتە servicesaustralia.gov.au/yourlanguage

Burmese

ကျွန်ုပ်တို့အား သင့်ဘာသာစကားနှင့် ပြောဆိုရန် **131 202** ကို ဖုန်းခေါ်ပါ။ ဖုန်းခေါ်ခများ ပေးရန် ဖွယ်ရှိမည်။ ကျွန်ုပ်တို့၏ ပေးငွေများနှင့် ဝန်ဆောင်မှုများအကြောင်းနှင့် ပတ်သက်သည့် အချက်အလက်များကို သင့်ဘာသာစကားနှင့် သိရန်အတွက် အောက်ပါရှိ ကြည့်ပါ။ servicesaustralia.gov.au/yourlanguage

Chaldean

دەستەپەچە بۆجە تەختە دێتەهە، مەدە، بەدە جەلەهە، بەنتە **131 202**. تەختە دێتەهە، مەدە، بەدە جەلەهە، بەنتە servicesaustralia.gov.au/yourlanguage

Chinese (Simplified)

如果您希望用自己的语言与我们交谈，请致电 **131 202** (可能需要收话费)。获取有关我们提供的各项福利金以及相关服务的中文资料可访问 servicesaustralia.gov.au/yourlanguage

Dari

برای صحبت کردن با ما به لسان خودتان، به شماره **131 202** زنگ بزنید. این مکالمه ممکن است برایتان خرج بردارد. برای معلومات بیشتر راجع به مساعدت های مالی و خدمات ما به لسان خودتان، به وب سایت servicesaustralia.gov.au/yourlanguage مراجعه کنید.

Hazaragi

بلدی ازیکه قد از مو د زیبون ازخود خو توره بوگین د شماره **131 202** زنگ بزنید. شاید سرشیم مصرف زنگ بایه. بلدی معلومات بیتشرد زیبون از خود د باره طریقه پیسه دیدون و خدمات از مو سر بزنید د ویبسایت servicesaustralia.gov.au/yourlanguage

Karen

လၢတၢ်ကကတၢ်တၢ်ဒီးပုလၢနကတၢ်အကျိၣ်ဒၣ်န့ၣ်န့ၣ်, ကိးဘၣ်လီၤတံၢ်နီၣ်ဂီၢ် **131 202** န့ၣ်တက့ၢ်.တၢ်ကိးအလဲက အိၣ်ဝဲဒၣ်န့ၣ်လီၤ.လၢတၢ်ဂ့ၢ်တၢ်ကျိၣ်လၢနကတၢ်အကျိၣ်ဒၣ်န့ၣ်လၢအ ဘၣ်ယးဒီးပဘူးလဲဒီးတၢ်မၤစၢၤအတၢ်ဖံးတၢ်မၤတဖၣ်အဂီၢ်, လဲၤဘၣ်ဆူ servicesaustralia.gov.au/yourlanguage န့ၣ်တက့ၢ်.

Khmer

ដើម្បីនិយាយមកកាន់យើងខ្ញុំជាភាសាលោកអ្នក សូមទូរស័ព្ទទៅលេខ **131 202** រលាកអ្នកអាចបង់ ថ្លៃទូរស័ព្ទ។ ដើម្បីទទួលព័ត៌មានជាភាសាលោកអ្នក អ្នកអំពីប្រាក់ផ្តល់និងសេវារបស់យើងខ្ញុំ សូមបើកមើល servicesaustralia.gov.au/yourlanguage

Korean

귀하의 언어로 통화하기를 원하시면, **131 202** 번으로 전화하십시오. 통화료가 부과될 수 있습니다. 귀하의 언어로 저희가 제공하는 급부금 및 서비스에 대한 정보를 찾아보기 원하시면, servicesaustralia.gov.au/yourlanguage 에 방문하십시오.

Kurdish (Kurmanji)

Ji bo ku bi zimanê xwe bi me re biaxivin, ev reqemên **131 202** re telefon bikin. Dibe ku bihayên telefon kirin were sepandin. Ji bo agahdariya di derbarê diravdanî û xizmetên me de herin li ser servicesaustralia.gov.au/yourlanguage

Nepali

तपाईंको आफ्नो भाषामा हामीसँग कुरा गर्न **131 202** मा फोन गर्नुहोस्। फोनको शुल्क लाग्न सक्छ। हाम्रो भुक्तानी र सेवाहरूको बारेमा तपाईंको आफ्नो भाषामा जानकारी पाउनको लागि, servicesaustralia.gov.au/yourlanguage मा जानुहोस्।

Persian (Farsi)

برای گفتگو با ما به زبان خود، با شماره **131 202** تماس بگیرید. ممکن است تماس هزینه داشته باشد. برای کسب اطلاعات درباره پرداختها و خدمات ما به زبان خود، به تارنمای servicesaustralia.gov.au/yourlanguage بروید.

Somali

Si aad noogula hadasho luqaddaada, wac **131 202**. Kharashyada wicitaanada ayaa la isticmaali karaa. Wixii macluumaadka luqaddaada ah ee ku saabsan lacag-bixinnadayada iyo adeegyadeyda, ka eeg servicesaustralia.gov.au/yourlanguage

Spanish

Para hablar en español llame al **131 202**. Puede que se le cobre la llamada. Obtenga información en español sobre nuestros pagos y servicios en servicesaustralia.gov.au/yourlanguage

Swahili

Kuongea nasi kutumia lugha yako, pigia simu **131 202**. Malipo ya simu yanaweza kutumika. Kupata habari katika lugha yako kuhusu malipo na huduma zetu, enda kwenye servicesaustralia.gov.au/yourlanguage

Turkish

Bizimle kendi dilinizde konuşmak için **131 202** numaralı telefonu arayın. Arama ücreti uygulanabilir. Ücretlerimiz ve hizmetlerimiz hakkında kendi dilinizde bilgi için şu siteye girin: servicesaustralia.gov.au/yourlanguage

Vietnamese

Muốn nói chuyện với chúng tôi bằng ngôn ngữ của mình, quý vị hãy gọi số **131 202**. Có thể bị tính cước gọi. Muốn biết thông tin bằng ngôn ngữ của mình về các khoản trợ cấp và dịch vụ của chúng tôi, quý vị hãy truy cập servicesaustralia.gov.au/yourlanguage

1 Read this before answering the following question.

If you are claiming for more than one child, you will need to complete a separate claim form for each child.

Stillborn Baby Payment, Parental Leave Pay and Family Tax Benefit can be claimed online. If you choose to claim online, do not complete this form.

If you are claiming Parental Leave Pay for a child who was stillborn or who died shortly after birth, and you were or would have been the primary carer of your child, you should be the person completing this form.

Which payment(s) do you want to claim?

You cannot receive Parental Leave Pay and Stillborn Baby Payment for the same child.

Family Tax Benefit

and/or

Parental Leave Pay

or

Stillborn Baby Payment

You

- 2** Do you need an interpreter when dealing with us?
This includes an interpreter for people who have a hearing or speech impairment.

No **Go to 5**

Yes *Go to next question*

- 3** What is your preferred spoken language?

- 4** What is your preferred written language?

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

 - - -

- 6** Your name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name

Your partner (if you have one)

- 2** Does your partner need an interpreter when dealing with us?
This includes an interpreter for people who have a hearing or speech impairment.

No **Go to 5**

Yes *Go to next question*

- 3** What is your partner's preferred spoken language?

- 4** What is your partner's preferred written language?

- 5** Your partner's Customer Reference Number (if known)

 - - -

- 6** Your partner's name

Mr Mrs Miss Ms Other

Family name

First given name

Second given name



CLK0FA008m 2009

You

7 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.

8 Your gender

Male

Female

9 Your date of birth

10 Your permanent address

Postcode

11 Your postal address (if different to above)

Postcode

Your partner (if you have one)

7 Has your partner 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.

8 Your partner's gender

Male

Female

9 Your partner's date of birth

10 Your partner's permanent address (if different to your address)

Postcode

11 Your partner's postal address (if different to above)

Postcode

You

12 Read this before answering the following question.

Provide at least one phone number we can contact you on during business hours and an email address. Providing a mobile phone number or an email address means you may receive SMS or emails from us. To read the terms and conditions, go to servicesaustralia.gov.au/em

Your contact details

Home phone number ()

Is this a silent number? No Yes

Mobile phone number

Is this a silent number? No Yes

Work phone number ()

Email

Your partner (if you have one)

12 Read this before answering the following question.

Providing a mobile phone number or an email address means your partner may receive SMS or emails from us. To read the terms and conditions, go to servicesaustralia.gov.au/em

Tick this box, if your partner consents to receiving electronic messages from us

Your partner's contact details

Home phone number ()

Is this a silent number? No Yes

Mobile phone number

Is this a silent number? No Yes

Work phone number ()

Email

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

If you have **ever been separated**, give the date that you most recently reconciled with your partner.

For more information, see 'Having a partner' on page 3 in the **Notes Booklet**.

Married

- Date married/
reconciled with your partner

▶ **Go to 14**

Registered relationship

(registered under state
or territory law)

- Date registered/
reconciled with your partner

▶ **Go to 14**

De facto

- Date you started your
relationship/reconciled with
your partner

▶ **Go to 14**

Separated

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

- Date of last separation

▶ **Go to 15**

Divorced

- Date of divorce

▶ **Go to 15**

Widowed

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

- Date of partner's death

▶ **Go to 15**

**Never married or lived with
a partner** **Go to 15**

If none of the above describes your current relationship status, call us on **136 150**.

- 14** Do you give permission for your partner to make enquiries with us on your behalf?

For more information, see 'Partner Permitted to Enquire' on page 4 in the **Notes Booklet**.

No

Yes

You

15 Do you want to authorise another person or organisation to make enquiries, get payments and/or act on your behalf?

No *Go to next question*

Yes



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

If you want to do this online, use your Centrelink online account. If you want a form or more information about nominee arrangements, go to **servicesaustralia.gov.au/nominees**

Go to next question

16 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

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

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 origin?

No

Yes

Your partner (if you have one)

16 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.

Is your partner of Aboriginal or Torres Strait Islander Australian descent?

If your partner is of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

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.

Is your partner of Australian South Sea Islander origin?

No

Yes

Residence details

18 What country are you currently living in?

The country of residence is where you normally live on a long term basis.

For more information, see 'Australian residence requirements' on page 15 in the **Notes Booklet**.

Australia *Go to next question*

Other Country of residence

18 What country is your partner currently living in?

The country of residence is where your partner normally lives on a long term basis.

For more information, see 'Australian residence requirements' on page 15 in the **Notes Booklet**.

Australia *Go to next question*

Other Country of residence

You

19 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

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

No  You will need to provide proof of your Australian residence status (for example, **citizenship papers, passport or other documentation**)
▶ **Go to 22**

Yes Go to next question

21 Read this before answering the following question.

We need to know if you have lived in any countries other than Australia in the last 3 years. 'Lived' means where you or your family made your home or spent a long period of time – it does not include places you visited for a holiday.

In the last 3 years have you lived outside Australia for any period?

No **Go to 31**

Yes List **all** countries, you have lived in during the last 3 years and the date you started living in each country.

Do not include short trips or holidays.

Country	Date from
	/ /
	/ /

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

▶ **Go to 31**

22 What is your country of birth?

Your partner (if you have one)

19 Has your partner **ever** travelled outside Australia, including short trips and holidays?

This question will help us to verify your partner's Australian residence.

No Go to next question

Not applicable – Go to next question
never travelled to Australia


Yes Give details below

Year your partner last entered Australia

Passport number

Country of issue

20 Is your partner an Australian citizen **who was born in Australia**?

No  You will need to provide proof of your partner's Australian residence status (for example, **citizenship papers, passport or other documentation**)
▶ **Go to next question**

Yes **Go to 31**

22 What is your partner's country of birth?

You

23 What is your country of citizenship?

Australia Date citizenship granted

Go to 30

Other Give details below

Country of citizenship

Date citizenship granted

25 What type of visa did you arrive on?

Permanent **Go to next question**

Temporary **Go to next question**

New Zealand passport **Go to 27**
(Special Category visa)

Not sure **Go to 27**

26 Your visa details on arrival

Visa sub class

Date visa granted

27 Has your visa changed since you arrived in Australia?

No **Go to next question**

Yes Most recent visa details

Visa sub class

Date visa granted

28 When did you most recently start living in Australia?

29 Did your partner or either of your parents arrive on a refugee or humanitarian visa?

No

Yes

Your partner (if you have one)

23 What is your partner's country of citizenship?

Australia Date citizenship granted

Go to 31

Other Give details below

Country of citizenship

Date citizenship granted

24 Has your partner ever lived in Australia?

No **Go to 31**

Yes **Go to next question**

25 What is your partner's **current** type of visa?

Permanent **Go to next question**

Temporary **Go to next question**

New Zealand passport **Go to 28**
(Special Category visa)

Not sure **Go to 28**

26 Your partner's current visa details

Visa sub class

Date visa granted

28 When did your partner most recently start living in Australia?

30 Read this before answering the following question.

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

List **all** countries you have lived in since you first started living in Australia.

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

Do not include short trips or holidays.

Country	Date from
	/ /
	/ /
	/ /
	/ /
	/ /
	/ /

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

Account details

31 Where do you want your family assistance payments made?

The account must be in your name. A joint account is acceptable. It cannot be in a child's name unless you are the signatory or trustee.

If you are claiming on behalf of a deceased person, provide **your** bank account details below.

Do not include an account used exclusively for funding from the National Disability Insurance Scheme.

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

Tax details

32 Read this before answering the following questions.

You will not be paid if you do not give us your tax file number (TFN). If you have a partner, we will need their TFN too. If you or your partner 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 (and your partner's) TFN in relation to this claim you authorise us to use your (and your partner's) TFN for other family assistance payments and services in future where necessary.

Have you (and your partner) given us your tax file number(s) before?

No Go to next question

Not sure Go to next question

Yes Go to 34

33 Do you (and your partner) have a tax file number(s)?

You

No Go to ato.gov.au

Yes Your tax file number

If you are claiming Parental Leave Pay only then you do not need to provide your partner's tax file number.

Your partner

No Go to ato.gov.au

Yes Your partner's tax file number

Deceased child's details

34 Child's name

Family name

First given name

Second given name

35 Has this child been known by any other names?

No Go to next question

Yes List the other names


36 Child's sex

Male

Female

37 Child's date of birth

--	--	--

 Provide proof of birth (for example, birth certificate or in the case of neonatal death, a letter from the doctor or midwife who attended the birth that verifies the mother's full name, child's sex, child's date of birth and child's place of birth), if you have not already done so.

38 Where was this child born?

Hospital name

Hospital address

Postcode

Contact phone number

Contact name

39 Child's date of death

--	--	--

40 Which hospital can confirm this child's date of death?

Hospital name

Hospital address

Postcode

Contact phone number

Contact name

41 Which funeral home can confirm this child's details?

Name of funeral home

Funeral home address

Postcode


Contact phone number

Contact name

42 Is this claim for a stillbirth?

No Go to next question

Yes

 Provide a letter from the doctor or midwife who attended the stillbirth delivery that verifies the mother's full name, child's sex, child's date of birth, child's place of birth, child's weight and child's gestation period.

▶ Go to 69

43 Did this child **ever** travel outside Australia, including short trips and holidays?

This question will help us to verify this child's Australian residence.

No Go to next question

Not applicable – Go to next question
never travelled to Australia

Yes Give details below

Year your child last entered Australia

Passport number

Country of issue

44 Have you registered, or applied to register, the birth of your child with your state or territory registry of births?

No



It is **free** to register your child's birth. You **cannot be paid** Parental Leave Pay or be paid Newborn Supplement with your Family Tax Benefit Part A until you have registered or applied to register the birth of your newborn child. Your claim for these payments will be rejected.

Yes

You may be asked to provide proof of this registration.

Not required

This is where you are not responsible by state or territory law to register the birth of your child. If you are not sure contact your state or territory registry of births for further information. We may contact you if more information is required.

45 Are you claiming Parental Leave Pay only for this child?

For more information, see 'What is Parental Leave Pay?' on page 5 in the **Notes Booklet**.

No Go to next question

Yes Go to 71

46 Did this child spend time with someone other than you (and/or your current partner) such as one of their parents (for example, weekends)?

To be paid Family Tax Benefit, you must have had care of this child for at least 35% of the time.

For more information, see 'Shared care' on page 13 in the **Notes Booklet**.

No Go to 55

Yes Give details below

Who did this child spend time with when not with you?

Name

Address

Postcode

Contact phone number (if known)

47 Your care period before this child's death

For information about care period, see 'Shared care' on page 13 in the **Notes Booklet**.

Date the care arrangement started

Date these arrangements were expected to end or change

or


The arrangement was indefinite/ongoing

Your percentage of care will be assessed over a 12 month period from the date the care period commenced.

48 Do you have a parenting plan, court order or written agreement that shows where this child stayed?

No **Go to 50**

Yes

 Provide a copy of the parenting plan, court order or written agreement, if you have not already done so.

49 Were the arrangements in the parenting plan, court order or written agreement being followed?

No **Go to next question**

Yes **Go to 55**

50 Do you know what percentage of care you had for the care period stated in question 47?

No **Go to 53**

Yes **Go to next question**

51 What percentage of care did you have during the care period stated in question 47?

 %

52 What percentage of care did the other parent, carer or guardian of this child have during the care period stated in question 47?

 % **Go to 55**

53 How long was this child with you for the care period stated in question 47?

Provide the total time in nights, weeks or hours. **Only write 1 total time.**

Total number of nights

or

Total number of weeks

or

Total number of hours

54 How long was this child with the other parent, carer or guardian for the care period stated in question 47?

Provide the total time in nights, weeks or hours. **Only write 1 total time.**

Total number of nights

or

Total number of weeks

or

Total number of hours

55 Did this child come into your care as part of a multiple birth, the same multiple adoption process or multiple children coming into your care?

No

Yes

56 Your relationship to this child

Birth mother **Go to next question**

Partner of birth mother **Go to 63**

Adoptive parent **Go to 59**

Biological father **Go to 58**

Partner of biological father **Go to 58**

Grandparent **Go to 61**

Foster Parent (formal) **Go to 61**

Foster Parent (informal) **Go to 61**

Other Give details below

Go to 61

57 Have you given birth to any other children (excluding stillborn children) before this child?

No **Go to 64**

Yes **Go to 64**

58 Did this child come into your (and/or your partner's) care as part of a surrogacy arrangement?

No **Go to 63**

Yes **Go to 61**

59 Have you (and/or your partner) adopted a child before this child?

No

Yes

60 Was this child in your (and/or your partner's) care before the adoption process started?

For more information, see 'Adoptions' on page 4 in the **Notes Booklet**.

No **Go to 64**

Yes **Go to 64**

61 Have you (and/or your partner) previously had a child come into your care?

No

Yes

62 Did you, or would you have had, this child in your care for at least 13 consecutive weeks?

No **Go to 64**

Yes **Go to 64**

63 Has the birth mother of this child given birth to any other children (excluding stillborn children) before this child?

No

Yes

64 Your partner's (if you have one) relationship to this child

Birth mother

Partner of birth mother

Adoptive parent

Biological father

Partner of biological father

Grandparent

Foster Parent (formal)

Foster Parent (informal)

Other Give details below

65 If you (and your partner) are the parent/adoptive parent of this child at **both** questions **56** and **64** **Go to 66**

Who are the parents of this child?

Parent 1

Is this person deceased?

No

Yes Date of death

Parent 2

Is this person deceased?

No

Yes Date of death

66 Did this child come into your care from someone else?

No **Go to 69**

Yes Give details below

Who cared for this child before you?

Name

Address

Postcode

Contact phone number (if known)

67 When did this child come into your care?

68 Was this child adopted from outside Australia?

No **Go to next question**

Yes When did this child first enter Australia?



Provide proof of this child's entry to Australia, if you have not already done so.

Paid Parental Leave details

69 Are you claiming Parental Leave Pay for a child who was stillborn or who has died?

No **Go to next question**

Yes **Go to 71**

70 Is your partner claiming Parental Leave Pay?

This includes if your partner has already claimed or is intending to claim Parental Leave Pay for this child.

No **Go to 130**

Yes Your partner needs to complete a separate claim for Parental Leave Pay. Your partner can complete a **Claim for Bereavement Payment of Parental Leave Pay/Family Assistance (FA008M)** form.
Go to 136

71 Where do you want your Parental Leave Pay payments made?

This account will only be used if your Parental Leave Pay is to be paid by us.

Use the account details already provided at question 31. **Go to next question**

Use the following account details for my Parental Leave Pay 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

72 Read this before answering the following question.

Parental Leave Pay is a taxable payment. If we pay you directly, we will withhold PAYG at the rate of 15% unless you nominate a different tax rate.

Would you like to nominate a different PAYG tax rate?

No **Go to next question**

Yes You must choose a rate between 0 and 50%.

%

73 Before this child's death, what was, or would have been, your relationship to this child for whom you are claiming Parental Leave Pay for?

Birth mother **Go to next question**

Adoptive parent **Go to 76**

Legal parent **Go to 79**

Foster carer **Go to 77**

Partner of birth mother (where your partner has already claimed Parental Leave Pay) **Go to 79**

Partner of adoptive parent (where your partner has already claimed Parental Leave Pay) **Go to 79**

Partner of the legal parent (where your partner has already claimed Parental Leave Pay) **Go to 79**

None of the above (for example, grandparent) **Go to 79**

74 Before this child's death, were you, or would you have been, the primary carer of this child?

For more information, see 'Primary Carer' on page 4 in the **Notes Booklet**.

No **Go to next question**

Yes **Go to 85**

75 Before this child's death were you intending to give your child up for adoption or as part of a surrogacy arrangement?

No **Go to 85**

Yes Parental Leave Pay is only available to you within the first 18 weeks from the birth of your child for maternal recovery purposes. To be paid arrears from the date of birth, you must submit your proof of birth within 28 days of the birth. Parental Leave Pay will not continue if you return to work.

Go to 85

76 Was this child in your (and/or your partner's) care before the adoption process started?

For more information, see 'Adoptions' on page 4 in the **Notes Booklet**.

No **Go to 79**

Yes You may not be eligible for Parental Leave Pay or the Newborn Upfront Payment and Newborn Supplement.

Go to 79

77 Before this child's death, did you have care of this child through a formal foster care arrangement made by your state or territory?

No **Go to 79**

Yes **Go to next question**

78 Was this child placed in your care as part of the process of adoption?

No Formal foster carers are not eligible for Parental Leave Pay, however you may be eligible for the Newborn Upfront Payment and Newborn Supplement paid with Family Tax Benefit Part A for any child born or entrusted to your care. Stillborn Baby Payment may be available for a stillborn child.
▶ **Go to 130**

Yes  Provide supporting documents from your state or territory agency outlining the proposed adoption arrangement.
▶ **Go to 80**

79 Are you claiming Parental Leave Pay because your partner is transferring some or all of their Parental Leave Pay to you?

No
Yes

80 Before this child's death did you expect to have care of this child for at least 26 weeks after this child came into your care?


No
Yes

81 Was this child aged under 1 year when you became this child's primary carer?

No
Yes

82 Before this child's death, had a court made a parenting order stating the mother was no longer caring for this child and stating that you were caring for this child?

No ▶ *Go to next question*

Yes  Provide the parenting order if you have not already done so.
▶ *Go to next question*

83 Read this before answering the following questions.

A child's primary carer is the person who is most meeting the child's physical needs. This will usually be the mother of a newborn child or the initial primary carer of an adopted child. There can only be one primary carer for a child at one time.

You are considered to be the primary carer of your child even if your child was in hospital.

For more information see 'Primary Carer' on page 4 in the **Notes Booklet**.

Before this child's death were you, or would you have been, the primary carer of this child?

No ▶ *Go to next question*
Yes ▶ **Go to 85**

84 Was your partner, or would your partner have been, the primary carer of this child?

No ▶ *Go to next question*

Yes ▶ What date did your partner, or would your partner have, become the primary carer?

/

85 Are you claiming for a child who was born or adopted on or after 1 July 2020?

No ▶ *Go to next question*

Yes ▶ **Go to 90**

86 Read this before answering the following questions.

You can receive Parental Leave Pay before, during or after any employer provided paid and unpaid leave, such as maternity, annual leave or long service leave.

If your child is stillborn or has died, you may return to work before the end of your Parental Leave Pay period and continue to receive Parental Leave Pay.

To receive the full 18 weeks of Parental Leave Pay, you will need to lodge your claim and nominate a start date within 34 weeks of your child's date of birth or adoption.

To be paid from the date of birth or date the child came into your care, you will need to provide all requested information and documents including the child's proof of birth or entry into care **within 28 days** of their birth or entry to care.

If you do not lodge the evidence within the required time you may only be paid from the date the evidence is provided.

You may request to change this start date before your payment commences. However, you can not change your start date if your Paid Parental Leave period has started.

When would you like your Paid Parental Leave period to start?

From your child's date of birth
(or date they came into your care as part of the adoption)

From the date this claim is submitted

A specific date in the future ▶ Give details below

/

87 Read this before answering the following question.

You may still transfer Parental Leave Pay to a person who would have taken over the primary care of the child. For example, if you were returning to work and your partner would have taken time off to care for this child. They will need to lodge a claim and be eligible for Parental Leave Pay before they can be paid.

For more information See 'Transferring Parental Leave Pay' on page 10 in the **Notes Booklet**.

Do you intend to transfer some or all of your Parental Leave Pay entitlement to another person?

No **Go to 105**

Yes To transfer your Parental Leave Pay, either you, or the person you are transferring to, will need to remain eligible for each day between the birth of your child and the end of your Paid Parental Leave period.

▶ *Go to next question*

88 From what date would you have transferred the primary care of this child to another person?

/ /

89 Read this before answering the following question.

You will need to choose the start date for the Paid Parental Leave period. The person you are transferring this payment to will not be able to choose when the Paid Parental Leave period will start. They must be eligible from the day you transfer the payment to them.

How much of your Parental Leave Pay are you transferring?

the full 18 weeks **Go to 105**

the unused portion of Parental Leave Pay that is remaining when you would have transferred primary care of this child

90 Are you the child's birth mother?

No **Go to next question**

Yes **Go to 94**

91 Are you claiming Parental Leave Pay because someone else is transferring some or all of their Parental Leave Pay to you?

For more information, see 'Transferring Parental Leave Pay' on page 10 in the **Notes Booklet**.

No **Go to 94**

Yes **Go to next question**

92 Read this before answering the following questions.

Parental Leave Pay may include:

- a Paid Parental Leave period of up to 12 weeks (60 payable weekdays)
- up to 30 Flexible Paid Parental Leave days.

Is someone else:

transferring some or all of their **Paid Parental Leave period** only to you **Go to 105**

giving you permission to claim some or all of their **Flexible Paid Parental Leave days** only **Go to next question**

transferring some or all of their **Paid Parental Leave period** to you and giving you permission to claim some or all of their **Flexible Paid Parental Leave days** **Go to next question**

93 Read this before answering the following question.

We will only pay you Flexible Paid Parental Leave for the number of days you have been given permission to use.

You should talk to the person who is giving you permission to claim some of their Flexible Paid Parental Leave if you are not sure how many days have been given to you.

How many Flexible Paid Parental Leave days have been given to you by another person?

Number (1–30) of days

days

If at question **92** you answered:

- giving you permission to claim some or all of their **Flexible Paid Parental Leave days** only **Go to 104**

- transferring some or all of their **Paid Parental Leave period** to you and giving you permission to claim some or all of their **Flexible Paid Parental Leave days** **Go to 101**

94 Read this before answering the following question.

Parental Leave Pay may include:

- a Paid Parental Leave period of up to 12 weeks (60 payable weekdays)
- up to 30 Flexible Paid Parental Leave days.

If your child is stillborn or has died, you may return to work before the end of your Paid Parental Leave period and continue to receive Parental Leave Pay.

To receive the full 12 week Paid Parental Leave period, you will need to lodge your claim and nominated a start date within 40 weeks of your child's date of birth or adoption.

To be paid from the date this child comes into your care, you will need to provide all requested information and documents including the child's proof of birth or entry into care **within 28 days** of their birth or entry into care.

If you do not lodge the evidence within the required time you may only be paid from the date the evidence is provided.

You may request to change this date before your payment commences. However you cannot change your start date if your Paid Parental Leave period has started.

When would you like your Paid Parental Leave period to start?

From your child's date of birth (or date they came into your care as part of the adoption)

From the date this claim is submitted

A specific date in the future Give details below

95 Read this before answering the following question.

You can choose to transfer some of your **Parental Leave Pay** to another person. You may choose to transfer:

- some or all of your **Paid Parental Leave period**
- some or all of your **Flexible Paid Parental Leave days**, or
- some or all of both your **Paid Parental Leave period** and **Flexible Paid Parental Leave days**.

See 'Transferring Parental Leave Pay' on page 10 of the **Notes Booklet**.

Do you want to transfer any of your **Parental Leave Pay** to another person?

No **Go to 101**

Yes The other person will need to lodge a claim and be eligible for Parental Leave Pay before they can be paid.

Go to next question

96 Do you want to transfer any of your **Paid Parental Leave period** to another person?

No **Go to 99**

Yes **Go to next question**

97 Read this before answering the following question.

You will need to choose the start date for the Paid Parental Leave period. The person you are transferring this payment to will not be able to choose when the Paid Parental Leave period will start. They must be eligible from the day you transfer the payment to them.

How much of your Paid Parental Leave period are you transferring?

the full 12 weeks

the unused portion of the Paid Parental Leave period that is remaining when you would have transferred primary care of this child

98 From what date would you have transferred primary care of this child to another carer?

99 Do you want to give permission for another person to claim some of your **Flexible Paid Parental Leave** days?

No **Go to 101**

Yes **Go to next question**

100 Read this before answering the following question.

You can choose to give permission for another person to claim between 0 and 30 of your Flexible Paid Parental Leave days.

You can change your mind and remove permission at a later date. However, if the days have been claimed by another person, you cannot remove this permission and will not be able to get these days back.

How many Flexible Paid Parental Leave days do you give permission for another person to claim?

Number (0–30) of days

 days

If at question **96** you answered

No **Go to next question**

Yes **Go to 104**

101 Read this before answering the following question.

For each Flexible Paid Parental Leave day you claim you must:

- be the primary carer of the child
- meet the Paid Parental Leave residence requirements, see 'Australian residence requirements', on page 15 in the **Notes Booklet**.

You can connect some or all of your Flexible Paid Parental Leave to the end of your Paid Parental Leave period. If you do this, it means you will receive all of your Parental Leave Pay as one continuous block. This may be paid for a period of up to 18 weeks (90 payable weekdays).

You can use Flexible Paid Parental Leave days not connected to your Paid Parental Leave period on eligible dates you choose between the end of your Paid Parental Leave period and no later than 2 years after your child's birth or adoption.

Would you like to connect **all** of your Flexible Paid Parental Leave days to the end of your Paid Parental Leave period?

No Go to next question

Yes If you are eligible, you will receive all of your payment as one continuous block of Parental Leave Pay of up to 18 weeks.

▶ Go to 105

102 Would you like to connect **some** of your Flexible Paid Parental Leave days to your Paid Parental Leave period?

No Go to 104

Yes Go to next question

103 How many of your Flexible Paid Parental Leave days would you like to connect to the end of your Paid Parental Leave period?

If you are eligible, you will receive these Flexible Paid Parental Leave days for weekdays immediately following the end of your Paid Parental Leave period.

Number (0–30) of days

days

104 Read this before answering the following question.

To receive all your Flexible Paid Parental Leave days, you need to claim them no later than 2 years after your child's birth or adoption.

For each Flexible Paid Parental Leave day you claim, you must meet the Paid Parental Leave residence requirements (see 'Australian residence requirements', on page 15 in the **Notes Booklet**).

Flexible Paid Parental Leave days cannot be:

- more than 42 days in the past
- before or during your 12 week Paid Parental Leave period
- before your child's date of birth or adoption
- later than 2 years after your child's birth or adoption.

Would you like to claim some or all of your remaining Flexible Paid Parental Leave days now?

No Go to next question

Yes Give details below

You may be eligible for up to 30 Flexible Paid Parental Leave days.

You may have already told us you want to connect some of your days to your Paid Parental Leave period or you give permission for another person to claim some of your days. You do not need to tell us about these days here.

Dates you would like to claim your Flexible Paid Parental Leave

From	To
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /
/ /	/ /

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

Paid Parental Leave scheme income details

105 Read this before answering the following questions.

Your Paid Parental Leave scheme income test will be based on the previous financial year of one of the following:

- the date of the actual birth, or
- the date this child came into your care.

The earliest of these dates will determine the correct financial year.

To assist you in providing the correct financial year details for your Paid Parental Leave scheme income test, complete the following.

Your child's date of birth	/ /
Financial year (FY) before your child's date of birth	FY /

This is the financial year you need to provide the following income for.

Paid Parental Leave scheme income details

106 Use the following table to calculate your taxable income for the financial year indicated in question 105.

If you did not receive income from any of the following sources, write \$0 in the boxes.

For more information, see 'Providing an income estimate – Why your income details are important' on page 17 in the **Notes Booklet**.

		You
A	Estimated taxable income from salary and wages	\$ <input style="width: 100%;" type="text"/>
B	Estimated taxable income from lump sum payment(s)	\$ <input style="width: 100%;" type="text"/>
C	Estimated taxable income from business or self-employment	Profit or Loss
		\$ <input style="width: 100%;" type="text"/> –\$ <input style="width: 100%;" type="text"/>
D	Estimated taxable income from investments	Profit or Loss
		\$ <input style="width: 100%;" type="text"/> –\$ <input style="width: 100%;" type="text"/>
E	Estimated taxable income from real estate	Profit or Loss
		\$ <input style="width: 100%;" type="text"/> –\$ <input style="width: 100%;" type="text"/>
F	Estimated taxable income from government pensions or benefits	\$ <input style="width: 100%;" type="text"/>
G	Other estimated taxable income	AUD <input style="width: 100%;" type="text"/>
Total estimated taxable income (total of A to G)		= \$ <input style="width: 100%;" type="text"/>

107 Provide details of how much you received from any of the following sources for the financial year indicated in question 105.

If you did not receive income from any of the following sources, write \$0 in the boxes.

		You
A	Exempt reportable fringe benefits	Estimated amount \$ <input style="width: 100%;" type="text"/>
B	All other reportable fringe benefits	Estimated amount \$ <input style="width: 100%;" type="text"/>
C	Reportable superannuation contributions	Estimated amount \$ <input style="width: 100%;" type="text"/>
D	Total net investment losses If you entered a net loss for your taxable income from investments and/or real estate at questions 106 (D) or (E), you should copy the amount of the loss here	Estimated amount –\$ <input style="width: 100%;" type="text"/>
E	Tax free pensions and benefits	Estimated amount \$ <input style="width: 100%;" type="text"/>
F	Foreign income	Estimated amount AUD <input style="width: 100%;" type="text"/>
G	Tax exempt foreign income	Estimated amount AUD <input style="width: 100%;" type="text"/>
H	Child support you have paid	Estimated amount \$ <input style="width: 100%;" type="text"/>

Paid Parental Leave employer details

108 Read this before answering the following question.

If your child was stillborn or has recently died, you can choose to have your Parental Leave Pay provided directly by us. However, if you prefer, your employer may still provide your Paid Parental Leave period and connected Flexible Paid Parental Leave days to you.

If your employer is not required to provide your Parental Leave Pay, you can discuss this with them. If both you and your employer agree, they may still be able to provide your Paid Parental Leave period and connected Flexible Paid Parental Leave days.

Do you want us to provide your Parental Leave Pay?

No Go to next question

Yes If you are eligible for Parental Leave Pay, you will be paid by us.
Go to next question

109 Do you have more than one employer?

No Go to next question

Yes If you have more than one current employer, complete the details for the one you have been employed with for 12 months or more. If you have been with more than one employer for 12 months or more, then choose the one you would prefer to provide your Parental Leave Pay.
Go to next question

110 Provide contact details of your most recent employer

If self-employed or contractor, provide details of your current or most recent business.

Business name and/or trading name

Read this before answering the following question.

To get the Australian Business Number (ABN), you can ask your employer for it or you can check your payslip or payment summary. Your employer may have more than one ABN, so you should check with your employer as to which ABN they prefer you use for Parental Leave Pay purposes.

If you provide an incorrect ABN or do not provide an ABN, we may not be able to assess your claim.

Australian Business Number (ABN)

Contact name

Contact number

Postal address

Postcode

Your employee identification number (if applicable)

111 Indicate your most recent or your current type of employment:

A **special category employee** can be a Judge, Member of Parliament, Religious Practitioner, Federal Magistrate or Statutory Office Holder.

Contractor Go to next question

Self-employed Go to next question

Special category employee Go to 113

Permanent employee Go to 113

Temporary employee Go to 113

Casual Go to 113

Other Give details below

Go to 113

112 Describe the type of work you perform for your business

Go to 118

113 What date did you start employment with this employer?

114 Does this employer know you by a different name (such as for payroll or administrative purposes)?

No Go to next question

Yes Give details below

115 Are you currently employed?

You are still employed if you are on paid or unpaid leave from your job.

No If you are eligible for Parental Leave Pay, you will be paid by us.

Go to next question

Yes Go to 117

116 What date did you stop working?

Go to 118

117 Will you still be employed by your employer while receiving Parental Leave Pay?

You are still employed if you are on paid or unpaid leave from your job.

No If you are eligible for Parental Leave Pay, you will be paid by us.

Go to next question

Yes Go to next question

Paid Parental Leave scheme work test details

118 Read this before answering the following questions.

To be eligible for Parental Leave Pay, you must meet the work test. To do this you must have:

- worked for 295 days (approximately 10 months) of the relevant 392 day (approximately 13 month) period, and
- worked at least 330 hours in that 295 day (approximately 10 month) period (just over 8 hours a week) with no more than a 12 week (84 day) continuous gap within that 295 days (approximately 10 month) period.

There are some exceptions if you do not meet the work test due to pregnancy related complications, illness and/or a premature birth.

Were you, or would you have been, the primary carer of your child from their birth or adoption?

No What date did you, or did you expect to, become the primary carer?

▶ Place this date in Box A at question 119

Yes Your child's date of birth or date child came into your care as part of the adoption process

▶ Place this date in Box A at question 119

119 To assist you in calculating your work test period, complete the following dates to determine the relevant 392 day (approximately 13 month) period.

Write the date provided at question 118 in Box A

A

Date which is 13 months before the date in Box A

B

120 Have you worked for at least 8 hours every week between the 2 dates at question 119?

This includes paid leave and JobKeeper Payment from your employer.

No Go to next question

Yes Go to 130

121 Have you worked for at least 330 hours within a 295 day (approximately 10 month) period between the 2 dates at question 119?

No Go to 123

Yes Go to next question

122 Has there been a continuous gap, where you did not work, for longer than 12 weeks (84 days) within a 295 day (approximately 10 month) period between the 2 dates at question 119?

No Go to 130

Yes Go to next question

123 Read this before answering the following question.


Based on your answers, you may not meet the work test for Parental Leave Pay. You could still be eligible as there are some exceptions to the work test.

Did you have:

a pregnancy related illness or complication

a premature birth

none of the above Go to next question

 Provide proof that you would have met the work test had it not been for the pregnancy complications or premature birth. This needs to include medical proof and evidence you would have continued to work.

▶ Go to 130

124 Did you stop working in a dangerous job that was a risk to your pregnancy and your child was born on or after 1 January 2020?

This can include any dangerous job you performed during this pregnancy.


If it was unsafe for you to continue working during your pregnancy, due to the hazards in your job, and your baby is born on or after 1 January 2020, you may still meet the work test using a different work test period.

No Go to 130

Yes Go to next question

125 As you have stopped working in a dangerous job, you may still meet the work test using a different work test period. You will need to answer the following questions for the new work test period.

What date did you stop working in a dangerous job?

 You need to provide proof confirming that the hazards connected with your job was a risk to your pregnancy. For more information, see 'Dangerous Job' on page 8 in the **Notes Booklet**.

▶ Go to next question

126 To help you in calculating your work history, complete the following dates to determine the relevant 392 day (approximately 13 month) period.

Write the date provided at question 125 in Box A

A / /

Date which is 13 months before the date in Box A

B / /

127 Have you worked for at least 8 hours every week between the 2 dates at question 126?

This includes paid leave and JobKeeper Payment from your employer.

No Go to next question

Yes Go to 130

128 Have you worked for at least 330 hours within a 295 day (approximately 10 month) period between the 2 dates at question 126?

No Go to 130

Yes Go to next question

129 Has there been a continuous gap, where you did not work, for longer than 12 weeks (84 days) within a 295 day (approximately 10 month) period between the 2 dates at question 126?

No

Yes

Stillborn Baby Payment

130 Read this before answering the following question.

You may be eligible for Parental Leave Pay or Stillborn Baby Payment but we cannot pay you both. If your claim for Parental Leave Pay is not successful you can also claim Stillborn Baby Payment now. If you are eligible, we will pay you the payment with the higher rate.

For more information, see 'What is Stillborn Baby Payment?' on page 11 in the **Notes Booklet**.

Stillborn Baby Payment can be claimed online, go to servicesaustralia.gov.au/stillbornpayment

Are you claiming Stillborn Baby Payment?

No Go to 136

Yes Go to next question

131 Read this before answering the following question.

A child's primary carer is the person who would have physically cared for and met the needs of the child on a daily basis. Only one person can be the primary carer at one time.

Would you have been the primary carer of this child?

No Go to next question

Yes What date would you have become the primary carer?

/ / Go to 133

132 Would your partner have been the primary carer of this child?

No Go to next question

Yes What date would your partner have become the primary carer?

/ / Go to next question

133 Read this before answering the following questions.

Your estimated income for Stillborn Baby Payment should be based on your and your partner's (if you have one) income components as listed in question 134, even if your 6 month income assessment period has passed.

For more information about estimating income for Stillborn Baby Payment or if you have received, or expect to receive, any lump sum payments within this period call us on **136 150** for assistance.

To assist you in estimating your income for the **6 month period**, complete the following dates.

The 6 month period starts from the date of your child's delivery.

Date of delivery / / to 6 months from the date of delivery / /

Stillborn Baby Payment adjusted taxable income details

134 Use the following table to estimate your (and/or your partner's) taxable income for the 6 month period starting from the date of your child's delivery. If you do not receive income from any of the following sources, write \$0 in the appropriate boxes.

For more information, see 'Providing an income estimate – Why your income details are important' on page 17 in the **Notes Booklet**.

		You	Your partner
A	Estimated taxable income from salary and wages for the 6 month period	\$	\$
B	Estimated taxable income from lump sum payment(s) for the 6 month period	\$	\$
C	Estimated taxable income from business or self-employment for the 6 month period	Profit	\$
		or Loss	-\$
D	Estimated taxable income from investments for the 6 month period	Profit	\$
		or Loss	-\$
E	Estimated taxable income from real estate for the 6 month period	Profit	\$
		or Loss	-\$
F	Estimated taxable income from government pensions or benefits for the 6 month period	\$	\$
G	Other estimated taxable income for the 6 month period	AUD	AUD
Total estimated taxable income for the 6 month period (total of A to G) =		\$	\$

135 Provide details of how much you (and/or your partner) expect to receive from any of the following sources in the 6 month period from the date of your child's delivery. If you do not receive income from any of the following sources, write \$0 in the appropriate boxes.

		You	Your partner
		Estimated amount	Estimated amount
A	Exempt reportable fringe benefits for the 6 month period	\$	\$
		Estimated amount	Estimated amount
B	All other reportable fringe benefits for the 6 month period	\$	\$
		Estimated amount	Estimated amount
C	Reportable superannuation contributions for the 6 month period	\$	\$
D	Total net investment losses for the 6 month period If you entered a net loss for your taxable income from investments and/or real estate at questions 134 (D) or (E), you should copy the amount of the loss here	Estimated amount	Estimated amount
		-\$	-\$
		Estimated amount	Estimated amount
E	Tax free pensions and benefits for the 6 month period	\$	\$
		Estimated amount	Estimated amount
F	Foreign income for the 6 month period	AUD	AUD
		Estimated amount	Estimated amount
G	Tax exempt foreign income for the 6 month period	AUD	AUD
		Estimated amount	Estimated amount
H	Child support you (and/or your partner) have paid for the 6 month period	\$	\$

► **Go to 172**

136 Read this before answering the following question.

Family Tax Benefit may be paid for a period of 14 weeks to families after their child dies, including a child who has died shortly after birth (neonatal death).

Family Tax Benefit is not paid where a child is stillborn.

For more information, see 'What is Family Tax Benefit' on page 12 in the **Notes Booklet**.

Are you claiming Family Tax Benefit for the deceased child?

No **Go to 172**

Yes **Go to next question**

137 How do you want to receive the Family Tax Benefit Bereavement Payment (equivalent of 14 weeks of Family Tax Benefit)?

For more information see 'Family Tax Benefit Bereavement Payment' on page 12 in the **Notes Booklet**.

Tick one only

As a lump sum now

As fortnightly payments (for the rest of the 14 weeks, if claimed before the end of the 14 weeks)

By claiming the bereavement component as a lump sum now and still receive the rest of your Family Tax Benefit at the end of the financial year

138 Do you (and/or your partner) have children from a previous relationship living with you?

No **Go to 142**

Yes **Go to next question**

139 Read this before answering the following question.

A **blended family** is a family with 2 or more children and:

- at least 1 of those children is a child of one member of the couple from a previous relationship, and
- at least 1 of the other children is a child of this relationship or the child of the other member of the couple from a previous relationship.

Are you in a blended family?

No **Go to 142**

Yes **Go to next question**

140 Read this before answering the following question.

If you are a blended family, you (and your partner) can choose to share your combined Family Tax Benefit amount. You can decide between you what percentage of your combined amount you will each receive.

Do you (and your partner) want to be paid your Family Tax Benefit separately?

No **Go to 142**

Yes **Go to next question**

141 Read this before answering the following question.

Each member of a blended family must claim Family Tax Benefit the same way, as either fortnightly payments or a lump sum claim through us.

Your partner will need to complete a separate claim before you can start being paid your percentage of Family Tax Benefit.

Only provide details of the children you are claiming Family Tax Benefit for.

What percentage of your family's entitlement to Family Tax Benefit do you want to claim?

%

Accommodation and Rent Assistance details

142 Have you provided us with your accommodation details since 1 July 2020?

For more information, see 'What is Rent Assistance?' on page 14 in the **Notes Booklet**.

No **Go to next question**

Yes **Go to 167**

About your home

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

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

No **Go to 145**

Yes **Go to next question**

144 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

145 What type of accommodation best describes where you (and your partner) live?

In a place where you (and/or your partner) pay private rent – this includes site or mooring fees **Go to 156**

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 146**

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 167**

In public housing, for example, housing owned by the Housing Authority. This does not include paying rent to a community housing organisation. **Go to 147**

In a boarding house, guest house, hostel, hotel, campus or similar **Go to 157**

In accommodation which you (and/or your partner) have the right to use for life **Go to 150**

In accommodation where you pay no rent **Go to 167**

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

Go to 156

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

No **Go to 157**

Yes **Go to 156**

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

No **Go to next question**

Yes **Go to 167**

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

No **Go to next question**

Not sure **Go to next question**

Yes **Go to 156**

149 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 167**

Yes **Go to 156**

Life interest

150 Did you (and/or your partner) pay any money or transfer any assets in return for this right to accommodation for life?

No **Go to next question**

Yes **Go to 152**

151 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 167**

A formal agreement documenting the life interest **Go to 167**

An informal agreement, no rent paid **Go to 167**

An informal agreement to live at a child's home and pay rent **Go to 156**

Other Give details below

Go to 156

152 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

153 What was the amount paid?

\$

154 What (if any) assets were transferred?

155 What was the market value of assets transferred?

\$

Living with other people

156 Read this before answering the following question.

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 children which you are paid family assistance for), 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 next question

Yes Give details below

1 Person's name	Age
<input type="text"/>	<input type="text"/>
Date they moved in	Relationship to you
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>
Their share of the rent/lodgings	Do they own the home?
\$ <input type="text"/> per	No <input type="checkbox"/> Yes <input type="checkbox"/>

2 Person's name	Age
<input type="text"/>	<input type="text"/>
Date they moved in	Relationship to you
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>
Their share of the rent/lodgings	Do they own the home?
\$ <input type="text"/> per	No <input type="checkbox"/> Yes <input type="checkbox"/>

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

Paying for accommodation

157 Do you (and/or 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 159

Yes Go to next question

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

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

\$ per

Go to 160

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 160

159 What is the amount **you** (and **your partner**) 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

160 On what date did you (and your partner) start paying these fees?

/ /

161 What type of accommodation do you (and your partner) live in?

Boarding house/hostel/private hotel, hospital or disability housing Go to 163

Private house or townhouse/unit/flat

Community housing

Defence housing

Caravan/cabin/mobile home

Boat

Other Give details below

Go to next question

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

\$ per

163 Details of your landlord, authorised agent or person you (and/or your partner) pay rent to

Full name

Address

Postcode

Contact phone number

164 Do you (and/or 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.

165 If you have a partner, are you currently living with them?

This question is to check if you are eligible for a higher amount of Rent Assistance.

Do not have a partner *Go to 167*

No *Go to next question*

Yes *Go to 167*

166 Is this separation:

for medical reasons? No

Yes

temporary? No

Yes

because your partner is in prison? No

Yes

Income details

167 Do you (and/or your partner) receive any payments from the Department of Veterans' Affairs?

No *Go to 168*

Yes Give details below

You

Department of Veterans' Affairs reference number

Fortnightly amount

 \$

When did you start to receive this payment

 / /

Has this payment stopped?

No

Yes When did this payment stop

 / /

Your partner

Department of Veterans' Affairs reference number

Fortnightly amount

 \$

When did your partner start to receive this payment

 / /

Has this payment stopped?

No

Yes When did this payment stop

 / /

168 Read this before answering the following question.

Australian Government pensions and benefits are income support payments.

For more information, see 'An income support payment' table on page 20 in the **Notes Booklet**.

Are you receiving an income support payment?

No *Go to 170*

Yes *Go to next question*

169 Do you have a partner?

No *Go to 172*

Yes *Go to next question*

Family Tax Benefit adjusted taxable income details

170 Use the following table to estimate your (and/or your partner s) taxable income for 1 July 2020 to 30 June 2021.

If you do not receive income from any of the following sources, write **\$0** in the appropriate boxes.

For more information, see 'Providing an income estimate – Why your income details are important' on page 17 in the **Notes Booklet**.

		You	Your partner
A	Estimated taxable income from salary and wages	\$	\$
B	Estimated taxable income from lump sum payment(s)	\$	\$
C	Estimated taxable income from business or self-employment	Profit or Loss	\$
			-\$
D	Estimated taxable income from investments	Profit or Loss	\$
			-\$
E	Estimated taxable income from real estate	Profit or Loss	\$
			-\$
F	Estimated taxable income from government pensions or benefits	\$	\$
G	Other estimated taxable income	AUD	AUD
Total estimated taxable income (total of A to G)		= \$	\$

171 Provide details of how much you (and/or your partner) expect to receive from any of the following sources in the 2020–21 financial year.

If you do not receive income from any of the following sources, write **\$0** in the appropriate boxes.

		You	Your partner
A	Exempt reportable fringe benefits	Estimated amount \$	Estimated amount \$
B	All other reportable fringe benefits	Estimated amount \$	Estimated amount \$
C	Reportable superannuation contributions	Estimated amount \$	Estimated amount \$
D	Total net investment losses If you entered a net loss for your taxable income from investments and/or real estate at questions 170 (D) or (E), you should copy the amount of the loss here	Estimated amount -\$	Estimated amount -\$
E	Tax free pensions and benefits	Estimated amount \$	Estimated amount \$
F	Foreign income	Estimated amount AUD	Estimated amount AUD
G	Tax exempt foreign income	Estimated amount AUD	Estimated amount AUD
H	Child support you (and/or your partner) have paid	Estimated amount \$	Estimated amount \$

172 Do you want to claim Family Tax Benefit for other dependent children in your care?

No Go to next question

Yes You can claim Family Tax Benefit by logging into your Centrelink online account through myGov or complete the **Claim for Parental Leave Pay and Family Tax Benefit (FA100)** form for any additional child(ren).
 ▶ Go to next question

Document checklist

173 Read this before answering the following question.

At certain questions on this form, you may have been asked to provide documents. In the following list, tick the box next to each document you are providing. **Provide original documents.**

Which of the following documents are you providing with this form?

Someone to deal with us on your behalf Authorising a person or organisation to enquire or act on your behalf (SS313) form (at question 15)	You <input type="checkbox"/>	Your partner <input type="checkbox"/>
Australian residence Citizenship papers, passport or other documentation (at question 20)	<input type="checkbox"/>	<input type="checkbox"/>
Parental Leave Pay Parenting order (at question 82) Proof from the doctor/hospital and employer to confirm you were not able to work (at question 123) Proof you were not able to work due to the hazards connected with your job (at question 125)	You <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Deceased child <input type="checkbox"/> <input type="checkbox"/>
Children details Proof of Birth has already been given to Services Australia Birth Certificate or extract (at question 37) In the case of neonatal death, a letter from the doctor or midwife (at question 37) In the case of stillbirth, a letter from the doctor or midwife (at question 42) Parenting plan, legal or other documents to support the change of care (at question 48) Proof of the date the child entered Australia (at question 68) Documents outlining adoption arrangement (at question 78) Other government issued document	Deceased child <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Accommodation details Full copy of your signed lease or tenancy agreement (at question 164)	You <input type="checkbox"/>	

Continue to next page

174 You (and your partner) 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 need to 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/privacy

175 Declaration


I declare that:

- if I have claimed Flexible Paid Parental Leave days, for each of these days I expect to meet Parental Leave Pay residence rules (see 'Australian residence requirements', on page 15 of the **Notes Booklet**).
- the information I have provided in this form is complete and correct.

I understand that:

- if my income estimate is less than my actual annual family income, my top-up payment of Family Tax Benefit, including end of year supplement payments can be used to repay any money I owe and offset a tax debt.
- if I underestimate my income and I am then found to have no entitlement to Family Tax Benefit Part A or Part B for two consecutive years after the balancing of my payments has occurred, I may no longer be able to receive Family Tax Benefit as fortnightly payments.
- any money I owe will need to be paid back.
- if I owe money to Services Australia, some or all of any money I owe may be recovered from my tax refund and/ or my Centrelink payments, including Family Tax Benefit arrears, lump sum, top up and end of year supplement payments even if I am making regular repayments.
- if another person claims or has claimed Parental Leave Pay for the same child, Centrelink may advise them of Flexible Paid Parental Leave entitlement information relating to the child.
- Services Australia can make relevant enquiries to make sure I receive my correct entitlement.
- giving false or misleading information is a serious offence.

Your signature



Date

/ /

Your partner's signature



Date

/ /

Next steps

- 1 Check that you have answered all the questions that you need to.
- 2 Provide all requested information and any additional required forms.
- 3 Check you have signed and dated this form.

Returning this form

Return this form and any supporting documents:

- **online** using your Centrelink online account. For more information, go to servicesaustralia.gov.au/submitdocumentsonline
- by post to
Services Australia
Families
PO Box 7802
CANBERRA BC ACT 2610
- in person at one of our service centres, if you are not able to use your Centrelink online account.