

Additional dependent children form

Victorian Housing Register

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# Filling in this form

Use this form to tell us about up to four other dependent children that you want listed on your application for social housing.

If you need to add more children, you will need to use extra copies of this form.

If handwriting, please use **black** or **blue** pen and write in **CAPITAL** letters.

Provide your answers in the right-hand columns.

## Submitting this form

**Mail to:**

**Victorian Housing Register**

**Department of Families, Fairness and Housing**

**PO BOX 102**

**Morwell VIC 3840**

**When you mail this form, no postage stamp is required.**

**You can also take it to any Department** of Families, Fairness and Housing office.

**If the required documents are not provided with this form, we cannot complete the assessment.**

# Section A: Primary applicant’s details

In this section, we ask for the details of the person who is the owner (primary applicant) of the Victorian Housing Register application.

| Required information | Your answer |
| --- | --- |
| Title (e.g. Mr, Ms, Dr) |  |
| Full name (including middle name) |  |
| **Date of birth** |  |
| **Gender** |  |
| Application number |  |
| **Phone number** |  |
| **Postal address** |  |
| Residential address |  |

# Section B: Additional dependent children details

In this section, we ask for the details of all dependent children you want to add to your Victorian Housing Register application.

### Document icon Document required

You will need to give us a copy of a Medicare card, Health Care Card, or a birth certificate or extract to confirm the names of the children.

If you are requesting additional rooms for child access arrangements, we will also need documentation from a solicitor or the Family Law Court, or a statutory declaration from the primary caregiver to confirm the custody arrangements.

## Dependent child 1

| Required information | Answer |
| --- | --- |
| Full name (including middle name) |  |
| Preferred name (if any) |  |
| Primary caregiver |  |
| **Date of birth** |  |
| Gender |  |
| Country of birth (if born overseas, when did they move to Australia?) |  |
| Aboriginal status | Aboriginal, Torres Strait Islander or both? |

### Australian residency status

| Status | Mark with an ‘X’ |
| --- | --- |
| Australian citizen |  |
| Temporary Protection Visa |  |
| Sponsored migrant |  |
| Permanent resident |  |
| Protection Visa |  |
| New Zealand resident |  |
| Resolution of Status Visa |  |

### Visa subclass

| Question | Answer |
| --- | --- |
| What is the subclass of their Visa? (for Temporary Protection, Protection and Resolution of Status Visas) |  |

## Dependent child 2

| Required information | Answer |
| --- | --- |
| Full name (including middle name) |  |
| Preferred name (if any) |  |
| Primary caregiver |  |
| **Date of birth** |  |
| Gender |  |
| Country of birth (if born overseas, when did they move to Australia?) |  |
| Aboriginal status | Aboriginal, Torres Strait Islander or both? |

### Australian residency status

| Status | Mark with an ‘X’ |
| --- | --- |
| Australian citizen |  |
| Temporary Protection Visa |  |
| Sponsored migrant |  |
| Permanent resident |  |
| Protection Visa |  |
| New Zealand resident |  |
| Resolution of Status Visa |  |

### Visa subclass

| Question | Answer |
| --- | --- |
| What is the subclass of their Visa? (for Temporary Protection, Protection and Resolution of Status Visas) |  |

## Dependent child 3

| Required information | Answer |
| --- | --- |
| Full name (including middle name) |  |
| Preferred name (if any) |  |
| Primary caregiver |  |
| **Date of birth** |  |
| Gender |  |
| Country of birth (if born overseas, when did they move to Australia?) |  |
| Aboriginal status | Aboriginal, Torres Strait Islander or both? |

### Australian residency status

| Status | Mark with an ‘X’ |
| --- | --- |
| Australian citizen |  |
| Temporary Protection Visa |  |
| Sponsored migrant |  |
| Permanent resident |  |
| Protection Visa |  |
| New Zealand resident |  |
| Resolution of Status Visa |  |

### Visa subclass

| Question | Answer |
| --- | --- |
| What is the subclass of their Visa? (for Temporary Protection, Protection and Resolution of Status Visas) |  |

## Dependent child 4

| Required information | Answer |
| --- | --- |
| Full name (including middle name) |  |
| Preferred name (if any) |  |
| Primary caregiver |  |
| **Date of birth** |  |
| Gender |  |
| Country of birth (if born overseas, when did they move to Australia?) |  |
| Aboriginal status | Aboriginal, Torres Strait Islander or both? |

### Australian residency status

| Status | Mark with an ‘X’ |
| --- | --- |
| Australian citizen |  |
| Temporary Protection Visa |  |
| Sponsored migrant |  |
| Permanent resident |  |
| Protection Visa |  |
| New Zealand resident |  |
| Resolution of Status Visa |  |

### Visa subclass

| Question | Answer |
| --- | --- |
| What is the subclass of their Visa? (for Temporary Protection, Protection and Resolution of Status Visas) |  |

## Income and assets

If any of the children earn any income and own or part-own any assets (including real estate), list them in this table.

### Income and assets information

| Child’s name | Income or asset type | Value ($) | Can the asset be cashed in or sold? (Write yes or no) |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Section C: Declaration

This section is to be completed by the person who is the owner (primary applicant) of the Victorian Housing Register application.

## Primary applicant’s declaration

I declare that all the information provided in this additional adult household member form is true and correct.

I acknowledge that I must advise the Department of Families, Fairness and Housing (the department) if my circumstances change and to update the department with any details that are relevant to my application.

**WARNING:** If you wilfully give information that is untrue in any particular in this application, you may be liable to penalties under section 40 of the Housng Act 1983 (Vic).

| By signing this form, I have: | Mark with an ‘X’ |
| --- | --- |
| Completed all parts of the form |  |
| Attached all relevant documents, indicated with a document icon:  |  |

| Required information | Your answer |
| --- | --- |
| Primary applicant’s full name |  |
| Primary applicant’s signature |  |
| Date |  |

Information privacy

We are committed to protecting the privacy of your personal information. Personal information is information that directly or indirectly identifies a person. We need to collect and handle your personal information to be able to process your application. We will handle all the information you give us in keeping with the:

* *Privacy and Data Protection Act 2014*
* *Health Records Act 2001*.

If you are using other departmental programs, we may share some of your information with them to help us coordinate better services for you.

We will use your information:

* for the purposes listed on these forms
* to provide services to you
* for purposes you consent to.

We will not use your information for any other purpose unless the law requires us to do so.

You have a right to access your information under the:

* *Freedom of Information Act 1982*, and
* *Privacy and Data Protection Act 2014*.

For information about freedom of information requests:

* call 1300 151 883, or
* make an online FOI request at [Making a Freedom of Information request](https://www.dffh.vic.gov.au/making-freedom-information-request) https://www.dffh.vic.gov.au/making-freedom-information-request.

For more information about privacy:

* see the department’s privacy policy at [Department of Families, Fairness and Housing Privacy policy](https://www.dffh.vic.gov.au/publications/privacy-policy) https://www.dffh.vic.gov.au/publications/privacy-policy
* email the Feedback, External Oversight and Privacy unit feedback@dffh.vic.gov.au
* call the department on 1300 884 706.

# Language link

This publication is about housing. If you speak a language other than English or have difficulty reading written information, you can get help over the telephone. For more information:

* visit [Housing.vic Interpreter services](https://www.housing.vic.gov.au/interpreter-services) https://www.housing.vic.gov.au/interpreter-services, or
* [contact your local housing office](https://www.dffh.vic.gov.au/contact-us) https://www.dffh.vic.gov.au/contact-us (See, Housing enquiries and offices), or
* call Language Link on (03) 9280 0799 for an interpreter.

For other languages, an interpreter is available through your local office.

To receive this document in another format, email the Victorian Housing Register VictorianHousingRegister@homes.vic.gov.au

**[Office use only]**

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Available at [Forms & Guides | Housing.vic.gov.au](https://www.housing.vic.gov.au/about/forms-guides) https://www.housing.vic.gov.au/about/forms-guides