

Lodgment Guide

Addendum

First Home Owner Boost Scheme

to claim the Boost payment for New Homes

NOTE To claim the Boost for the purchase of an established home, you only need to complete the application form for the First Home Owner Grant Scheme.

When does the Boost payment apply?

The First Home Owner Boost provides for an extra:

- \$14,000 to the existing \$7,000 First Home Owner Grant, totalling \$21,000, for the construction or purchase of eligible new homes where the contract is made, or in the case of owner builders, where construction commences, on or after 14 October 2008 and on or before 30 September 2009.
- \$7,000 to the existing \$7,000 First Home Owner Grant, totalling \$14,000, for the construction or purchase of eligible new homes where the contract is made, or in the case of owner builders, where construction commences, on or after 1 October 2009 and on or before 31 December 2009

Where the consideration* is less than the total benefit available, the applicant will be entitled to an amount equal to the value of the consideration.

* **NOTE** Consideration is the purchase price or the value, of the construction contract or the construction costs of the home but does not include owner builders' own labour.

What is a new home?

- The home must have never been previously occupied as a residence, including occupation by the builder, a tenant or other occupant; and
- where a home is being purchased, it must be the first sale of that home.

Eligibility

To be eligible for the Boost, you must satisfy:

- all the eligibility requirements for the existing \$7,000 First Home Owner Grant: see *First Home Owner Grant – Lodgment Guide and Application Form for new and established homes*; and
- the additional eligibility requirements in Part A, B, C or D of this addendum.

This addendum will be considered with the information contained in your 'Application Form—First Home Owner Grant Scheme'.

You are not eligible to claim the Boost if your contract, being the subject of this application, replaces a contract made before the commencement date of the Boost and is a contract to purchase the same home or to build the same or a substantially similar home.

Penalties

The ACT Revenue Office, as part of administering the *First Home Owner Grant Act 2000*, conducts investigations to ensure that applicants comply with the conditions of the Act. If applicants receive the grant or the boost when they are not entitled to them, or do not comply with the residency requirements, penalties of up to 100 per cent of the amount of the grant may be imposed.

Providing false or misleading information is a serious offence. If it is determined that an applicant has provided false or misleading information in or in connection with an application for the grant or the Boost, then prosecution action may be undertaken.

How to complete the application form

Only complete **one** of the following parts:

Part A	to be completed by applicants who have entered into a contract to build a new home
Part B	to be completed by applicants who have entered into a contract to buy a new home (not being a contract to buy a new home off the plan)
Part C	to be completed by applicants who are owner builders and who are constructing or have constructed a new home
Part D	to be completed by applicants who have contracted to buy a new home off-the-plan

NOTE If you cannot provide all the information in Part A, B, C or D but consider you may be eligible for the boost payment, contact the ACT Revenue Office.

How to lodge this application

- Where you have not yet made an application for the First Home Owner Grant — lodge this addendum with the 'Application Form—First Home Owner Grant Scheme'.
- Application for a Substantially Renovated home must be made at the ACT Revenue Office.
- Applications where the completion date is not stated in the building contract or the off-the-plan contract can only be lodged after completion has occurred.
- Where the Commissioner for ACT Revenue has already approved the payment of the First Home Owner Grant—lodge this addendum with required supporting documentation and a copy of the Commissioner's approval letter for the First Home Owner Grant.
- Certified copies of any original documents must be provided.

Where to lodge this addendum

- With any approved agent*;
- by mail to the ACT Revenue Office; or
- in person at the ACT Revenue Office.

* **NOTE** Most major financial institutions are approved agents. Contact your financial institution to confirm their participation or visit our website for a complete list of approved agents or phone the ACT Revenue Office.

Contact details

Telephone	(02) 6207 0028
Street address	Canberra Nara Centre Corner of London Circuit and Constitution Avenue Canberra City
Postal address	PO Box 293 Civic Square ACT 2608
Office hours	9:00 am to 5:00 pm Monday, Tuesday, Thursday and Friday 10:30 am to 5:00 pm Wednesday
Website	http://www.revenue.act.gov.au

GIVING FALSE OR MISLEADING INFORMATION IS A SERIOUS OFFENCE (s 338 *Criminal Code 2002*)

PRIVACY STATEMENT

All information collected by the ACT Revenue Office is protected by secrecy provisions in Acts administered by the Office and only used for the purposes of those Acts. In addition, personal information provided to the ACT Revenue Office is protected by the *Privacy Act 1988* (Cth). Information (including personal information) is not disclosed to any third party unless authorised by law or with the consent of the person involved.



ACT Revenue Office
Department of Treasury

**Application Form
Addendum
First Home Owner Boost Scheme
to claim the extra Boost for New Homes**

UIN

Application reference

Application received by

Date lodged

NOTES

- This addendum must be lodged with (or in association with) your 'Application Form— First Home Owner Grant Scheme' to receive the Boost and grant payments at the same time.
- To claim the Boost for the purchase of an established home, you only need to complete the 'Application Form— First Home Owner Grant Scheme'.
- The application must be lodged within 12 months of completion of the eligible transaction.

Applicant details (print clearly in the white boxed spaces)

Applicant 1	First name	Family name
Applicant 2*	First name	Family name
Address of new home		
Suburb		Postcode

* If applicable

Part A Contract to build a new home

Eligibility criteria

- You must have entered into a contract to build a new home on or after 14 October 2008 and on or before 31 December 2009:
- Construction of the new home must have commenced within 26 weeks from the date of the contract.
- The contract must specify a completion date for building work within 18 months of the construction commencing, or construction must be completed within 18 months of the construction commencing.

Supporting evidence

- certified copy of relevant page/s of contract to build which shows the parties, property details and contract date.
- certified copy of approval for laying foundations or receipt for foundations to verify commencement date.
- if construction completion date is not mentioned in contract, provide a certified copy of the certificate of occupancy.

I state that the eligibility criteria have or will be satisfied and the details are:

Contract date					2	0		
Construction commencement date (i.e. laying of foundations)					2	0		
Construction completion date					2	0		

NOTE The construction completion date is the date stated in the contract. If not stated in the contract, enter date of certificate of occupancy - construction must be completed within 18 months and you **must** lodge the addendum with ACT Revenue Office.

Part B Contract to buy a new home

Eligibility criteria

- You must have entered into a contract to buy a new home on or after 14 October 2008 and on or before 31 December 2009:
- This contract must be for the first sale of the home since its construction or substantial renovation.
- You must be the first occupant(s) of this home since its construction or substantial renovation.

Supporting evidence

- certified copy of relevant page/s of contract for sale which shows the parties, property title details and contract date.
- statement from the vendor or other evidence, that this is the first sale of the home and the home has never been previously occupied.
- if the home is substantially renovated, statement from the vendor that this will be the first sale and that the home has never been occupied since completion of the renovations. In addition the contract must declare if the home is sold as a 'taxable supply' for GST purposes and provide a detailed list of the type and extent of the renovations.

I state that the eligibility criteria have or will be satisfied and the details are:

Contract date					2	0		
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Settlement date					2	0		
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NOTE For a substantially renovated home, the addendum **must** be lodged with ACT Revenue Office.

Part C Owner builder

Eligibility criteria

- You must have commenced building a new home on or after 14 October 2008 and on or before 31 December 2009:
- You must complete construction within 18 months of the construction commencing.

Supporting evidence

- certified copy of approval for laying foundations or receipt for foundations to verify commencement.
- if construction is complete, provide a certified copy of the certificate of occupancy.

I state that the eligibility criteria have or will be satisfied and the details are:

Construction commencement date (i.e. laying of foundations)					2	0		
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Construction completion date					2	0		
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NOTE The construction completion date is the actual date construction of the home was completed. You can apply before construction is completed so long as you provide evidence of expenditure of at least the amount of the benefit.

Part D Off the plan

Eligibility criteria

- You must have entered into a contract to buy a new home off the plan on or after 14 October 2008 and on or before 31 December 2009 and satisfy the relevant completion date as set out below where the contract is dated between:
 - 14 October 2008 and 30 June 2009 (inclusive) – the contract specifies a completion date, or construction is completed, on or before 31 December 2010; or
 - 1 July 2009 and 30 September 2009 (inclusive) – the contract specifies a completion date, or construction is completed, on or before 31 March 2011; or

- o 1 October 2009 and 31 December 2009 (inclusive) – the contract specifies a completion date, or construction is completed, on or before 30 June 2011.

Supporting evidence

- certified copy of relevant page/s of contract to build which shows the parties, property details, contract date and completion date.
- if completion date is not mentioned in the contract a certified copy of the certificate of occupancy or title search showing the applicant/s as the registered proprietor.
- statement from the vendor or other evidence, that this is the first sale of the home and the home has never been previously occupied.

I state that the eligibility criteria have been satisfied and the details are:

Contract date					2	0		
Completion date					2	0		

NOTE The completion date is that stated in the contract. If not stated, construction must be completed by relevant date - enter date of certificate of occupancy or date registered on the title and you **must** lodge addendum with ACT Revenue Office.

Declaration

1. I declare that the information provided in this addendum is to my knowledge true and correct.
2. I understand that this addendum forms part of my application for the First Home Owner Grant.
3. I understand that I must have proof that the above information is correct and must provide evidence of such proof if requested.
4. I declare that the contract referred to in this application does not replace a contract made before 14 October 2008 which was for the purchase of the same home or to build the same or a substantially similar home.
5. I undertake to notify the Commissioner for ACT Revenue if any of the eligibility criteria, as declared in this application, are not met. I accept that if the conditions are not met, I may not be entitled to receive or retain the boost payment.
6. I acknowledge that I may be prosecuted under the *Criminal Code 2002* (ACT) for making a false or misleading statement in or in connection with this application.

	Applicant 1	Applicant 2
Full Name (please print)		
Signature		
Date		
Before me (signature of witness)		
Full name and address of witness (please print) (A witness must not be an applicant or a partner of an applicant and must not be related to the applicant or his/her partner)	Name	Name
	Street number/name	Street number/ name
	Suburb	Suburb
	State Postcode	State Postcode

Approved Agent / ACT Revenue Office use only			
All evidence sighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	Person sighting the evidence:	Signature: Date:	Payment eligibility date: (enter settlement, completion or first draw down date only)