

# Authority for Variation of Centrepay Deductions

PLEASE READ THIS FIRST

If you are a tenant, or household member, and currently pay your rent or other payments out of your Centrelink payments (Centrepay) you can complete and sign this consent form to allow Wentworth Community Housing (Wentworth) to request a variation to the amount of your Centrepay deduction.

Each time there is a change to your rent or other payments Wentworth can request a variation to your deductions to meet the amounts.

If consent is provided:

- Wentworth will request a variation to your deduction each time your rent or other payment changes.
- Where the rent change results in an outstanding debit balance of less than thirty (\$30) dollars on your rental account, Wentworth will adjust the deduction to include an extra five (\$5) dollars per fortnight until the balance is cleared
- Wentworth can also request a variation to your Centrepay deduction, as a result of an **agreed arrears repayment agreement** for rent, water or other outstanding payment

Wentworth will provide written notice of any proposed changes to your deduction, providing no less than 14 days notice.

If you want to stop or change these variations all you have to do is tell Wentworth or Centrelink. You will need to make alternative arrangements to pay your rent or other payments.

When completing this form it is important that you make sure you have completed your full name, date of birth, Centrelink reference number and that you have signed the consent form in the box provided.

## Consent Statement

### I authorise Wentworth Community Housing to advise Centrelink:

- To make the nominated deduction each fortnight from my current Centrelink payment(s) in respect of my agreement with Wentworth Community Housing.
- To vary the deduction or target amount or suspend the nominated deduction from time to time to ensure my rent and other payments are met.
- Of my correct account or billing number if required.

### I give permission for Centrelink:

- To pay the amounts directly to Wentworth Community Housing.

### I understand that:

- It is my choice to have amounts deducted from my Centrelink payment and that I can change or cancel the deduction at any time by contacting Wentworth Community Housing or Centrelink.
- If I transfer to another eligible Centrelink payment in the future that my current deductions will continue.
- If I stop using Wentworth Community Housing services but do not stop my Centrepay deduction, Wentworth Community Housing may instruct Centrelink to stop the deduction
- Centrelink will notify me in a letter, any changes to my deduction details including changes requested by Wentworth Community Housing
- My consent will be noted on my account record with Wentworth Community Housing.

### Privacy

Your personal information is protected by law. Centrelink may give your information to Wentworth Community Housing for the purposes of:

- Checking your account number and the amount you want to pay; and
- Reconciling your payment deduction details.

Last Name or Family Name	First or Given Name(s)	Date of Birth	Centrelink Customer Reference Number (CRN)
Signature:		Date:	