

# Being away from your home

Housing provided by Wentworth is a limited resource and a valuable asset for those in need. Wentworth maximises the benefit gained from this resource by making sure our properties are used as homes and not left vacant for long periods of time. If you are going to be away from your home for more than six weeks, you need to tell us. If you don't tell us that you will be away from your home, or do not return to your home on the stated return date, we may take action to terminate your tenancy.

## How long can I be away from my home?

Being away from your home for up to three (3) months is considered an 'acceptable absence'. In special circumstances, you can apply to extend the absence beyond three months; however, you should discuss this with your Client Service Officer.

You cannot be absent for more than 12 months in total over a five-year period.

## What are acceptable absences?

Acceptable reasons for absences up to three months include:

- hospitalisation, institutional care, nursing home care or rehabilitation
- escaping domestic violence
- harassment or threats of violence
- assisting with immigration matters in your country of origin
- employment, education or training
- tenants going to prison
- caring for sick and frail family members

## Approving an absence from your home

We will approve your absence from your home if we are satisfied that:

- you have made arrangements to pay your tenancy charges, such as rent and water usage, while you are away
- the property will be adequately cared for while you are away
- there is an acceptable reason for you going away
- you have appointed an agent to act on your behalf while you are away (the agent must be over 18 years of age).

## How do I tell Wentworth that I am going to be away from my home?

You need to complete the **Application to be absent from a Dwelling** and **Appointment of an Agent** forms which are accessible on our website and available at any of Wentworth's offices.

## What if I disagree with Wentworth's decision?

If you believe we made the wrong decision, you should first discuss your concerns with your Client Service Officer. You can also ask to have the decision reviewed. To do this, fill in the Appeals form that is available from our website [www.wentworth.org.au](http://www.wentworth.org.au) or at your local Wentworth office.