

First Home Owner Boost Scheme Lodgement Guide

To Claim the Boost for New Homes

Note:

- The application must be lodged within 12 months of the new home being completed.
- To claim the First Home Owner Boost for a **new home**, you must complete the addendum to the First Home Owner Grant Application form F-HI-004, attached to this Lodgement Guide. You **must complete** the First Home Owner Grant application form F-HI-001

To claim the First Home Owner Boost for the purchase of an established home, you only need to complete the First Home Owner Grant application form F-HI-001.

1. When does the First Home Owner Boost (FHOB) payment apply?

FHOB is a Commonwealth initiative, administered by the Territory Revenue Office (TRO).

It was announced on 14 October 2008 and provides a temporary increase to the \$7000 First Home Owner Grant (FHOG) provided by the Territory for the period 14 October 2008 to 30 June 2009 inclusive. The scheme was extended for a further six months, expiring on 31 December 2009, as a part of the Commonwealth's 2009-10 Budget.

FHOB applies to first home owners that enter into a contract to purchase or build a new home or a contract to purchase an existing home between 14 October 2008 and 31 December 2009 inclusive. It also applies to owner builders that commence construction (laying of foundations) of a new home during this period.

The amount of FHOB depends on whether it is a new home or an established home and the date the purchase or building contract is entered into, or for owner builders, the date construction commenced as detailed in the following table.

When the consideration or construction cost is less than the combined amount of the FHOG and FHOB, the applicant is only entitled to a grant equal to that amount. Construction costs do not include an owner builder's own labour.

Transaction Type	FHOG	FHOB	Total
New Home			
14 October 2008 – 30 September 2009	\$7 000	\$14 000	\$21 000
1 October 2009 – 31 December 2009	\$7 000	\$7 000	\$14 000
Established Home			
14 October 2008 – 30 September 2009	\$7 000	\$7 000	\$14 000
1 October 2009 – 31 December 2009	\$7 000	\$3 500	\$10 500

2. 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.
- Where a home is being purchased, it must be the first sale of that home.
- Substantially renovated homes may be considered as a new home. To qualify as a substantially renovated home the sale must be a taxable supply of new residential premises as defined under section 40-75(1)(b) of *A New Tax System (Goods and Services Tax) Act 1999*. It must be the first sale of the home, since being substantially renovated, which has not been previously occupied as a place of residence, including occupied by the builder, a tenant or other occupant.

3. Eligibility

To be eligible for the FHOB for a **new home** you must satisfy:

- All the eligibility requirements for the existing \$7000 First Home Owner Grant. Please refer to the First Home Owner Grant guide and application form F-HI-001; and
- The additional eligibility requirements in either A, B, C, or D of the addendum.

The application will be considered together with the information contained in your First Home Owner Grant application form F-HI-001.

You are not eligible to claim the boost if the contract (the subject of this application), replaces a contract made before 14 October 2008 to purchase or build the same or a substantially similar home.

4. How to complete the application form

Applicants should complete one of the following parts **and** the Declaration at Part E:

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 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 either part A, B, C or D but consider you may be eligible for the boost payment, please contact our office.

5. Lodging the application

How to lodge this application:

- where you have not yet made an application for the First Home Owner Grant – lodge this application with the 'Application for First Home Owner Grant' form F-HI-001 with the approved agent that is providing your finance or TRO see contact details below.

Note: Most major financial institutions are approved agents. Please contact your financial institution to confirm their participation or visit our website for a complete list of approved agents or phone TRO.

- where the Commissioner of Territory Revenue has already approved the payment of the First Home Owner Grant – lodge this application, with a copy of the Commissioner's approval letter, with the TRO.

(i) by mail to TRO, GPO Box 154, Darwin NT 0801;

(ii) in person at TRO, Level 4, Cavenagh House, 38 Cavenagh Street, Darwin NT 0800.

6. Notifiable events and obligation to repay the grant

If you do not meet any of the eligibility requirements for the First Home Owner Boost you are required to notify TRO in writing within 30 days of not satisfying that requirement and repay the amount of the grant. Failure to do so is an offence for which a maximum penalty of 50 penalty units is provided (current penalty unit values are available from www.revenue.nt.gov.au).

7. Contact details

For assistance or queries regarding the status of an application please contact TRO as below:

Phone:	1300 305 353	Email:	ntrevenue.ntt@nt.gov.au
Fax:	(08) 8999 5577	Website:	www.revenue.nt.gov.au
Postal address:	Territory Revenue Office GPO Box 154 Darwin NT 0801	Street address:	Territory Revenue Office Level 4, Cavenagh House 38 Cavenagh Street, Darwin NT

PRIVACY STATEMENT

The information in this form is required by TRO to determine whether or not you meet the criteria for the payment of the FHOB. Any information provided is on a voluntary basis and is needed to process the application for the FHOB. The information provided may be disclosed to third parties with your consent or as required or permitted by law. It will also be stored on the First Home Owner Grant scheme national database and the application will be retained by either TRO or the approved agent. You have the right to access and correct this information by contacting TRO.

Addendum to the First Home Owner Grant Application To Claim the First Home Owner Boost for New Homes

Office use only

UIN _____

To claim the First Home Owner Boost for the purchase of an established home, you only need to complete the First Home Owner Grant application form F-HI-001

Note:

1. This application will not be considered unless fully completed, signed in blue or black ink, and all required supporting evidence is lodged.
2. Read the First Home Owner Boost Scheme Lodgement Guide (lodgement guide) to the application for explanations of terms used and, if necessary, contact TRO for clarification.
3. This application must be lodged with your \$7000 First Home Owner Grant Application to receive FHOB for your new home.
4. The application must be lodged within 12 months of the new home being completed.

Complete either part A, B, C or D and the declaration at part E before lodging with your First Home Owner Grant Application.

Part A CONTRACT TO BUILD A NEW HOME

Eligibility criteria:

- You must have entered into a contract to build a new home between 14 October 2008 and 31 December 2009 inclusive » See 'What is a new home?' in the lodgement guide.
- Construction of the new home must commence within 26 weeks after the date of the contract.
- The contract must specify a completion date for the building work within 18 months of the construction commencing. If not stated, construction must be completed within 18 months.

In special circumstances, the Commissioner may extend the period for commencing and/or completing construction. A written application setting out the circumstances should be made to TRO prior to the expiration of the relevant period.

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

	D	D	M	M	Y	Y	Y	Y
Contract date					2	0		
Construction commencement date (laying of foundations)					2	0		
Construction completion date*					2	0		

* The construction completion date is the date stated in the contract or if not stated, the actual or estimated completion date.

Additional supporting evidence:

- You must provide a certified copy of an original document which shows the construction commencement date.

Part B CONTRACT TO BUY A NEW HOME

Eligibility criteria:

- You must have entered into a contract to buy a new home between 14 October 2008 and 31 December 2009 inclusive » See 'What is a new home?' in the lodgement guide.
- This contract must be for the first sale of the home.
- You must be the first occupant(s) of this home.

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

	D	D	M	M	Y	Y	Y	Y
Contract date					2	0		
Settlement date					2	0		

Additional supporting evidence:

- Evidence such as declaration by the vendor that the property is a new house or unit (see the definition in the Guide to the application). Statutory declaration forms ([F-HI-006](#) for company vendors and [F-HI-007](#) for individual vendors) are available from the TRO website www.revenue.nt.gov.au.

Part C OWNER BUILDER

Eligibility criteria:

- You must have commenced building a new home between 14 October 2008 and 31 December 2009 inclusive. » See 'What is a new home?' in the lodgement guide.
- You must have completed construction within 18 months of the construction commencing.

In special circumstances, the Commissioner may extend the period for commencing and/or completing construction. A written application setting out the circumstances should be made to TRO prior to the expiration of the relevant period.

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

	D	D	M	M	Y	Y	Y	Y
Construction commencement date (laying of foundations)					2	0		
Construction completion date*					2	0		

* The construction completion date is the actual date construction of the home was completed. You cannot apply unless construction is completed.

Additional supporting evidence:

- Evidence of the date construction commenced, for example, invoice for laying the foundation.

Part D OFF THE PLAN

Eligibility criteria:

- You entered into a contract to buy a new home off the plan between 14 October 2008 and 31 December 2009 inclusive » See 'What is a new home?' in the lodgement guide.
- If the contract was entered into between:
 - (i) 14 October 2008 and 30 June 2009 inclusive, it must specify a completion date* of on or before 31 December 2010, or if no date is specified, the contract was completed on or before 31 December 2010;
 - (ii) 1 July 2009 to 30 September 2009 inclusive, it must specify a completion date* of on or before 31 March 2011, or if no date is specified, the contract was completed on or before 31 March 2011; or
 - (iii) 1 October 2009 and 31 December 2009 inclusive, it must specify a completion date* of on or before 30 June 2011, or if no date is specified, the contract was completed on or before 30 June 2011.

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

	D	D	M	M	Y	Y	Y	Y
Contract date					2	0		
Completion date *					2	0		

* The completion date is the date you become entitled to possession of the property, which is generally on settlement. If the completion date is not specified in or ascertainable from the contract you cannot apply unless the contract is completed on or before 31 December 2010.

PART E DECLARATION

Warning: It is an offence under the *First Home Owner Grant Act* to make a statement that is misleading in a material particular for which a penalty of two (2) years imprisonment is provided. If you are uncertain of any aspect, please contact *TRO* for clarification.

- I declare that the information provided in this application is to my knowledge true and correct.
- I understand that this application forms part of my application for the First Home Owner Grant.
- I understand that I must have proof that the above information is correct and must provide evidence of such proof if requested.
- 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.
- I undertake to notify the Commissioner of Territory 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.

Applicant 1		Applicant 2	
Full name (please print)	<input type="text"/>	Full name (please print)	<input type="text"/>
Signature	<input type="text"/>	Signature	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>
Approved agent and TRO use only		Dates verified and supporting evidence sighted <input type="checkbox"/>	
Name	<input type="text"/>	Signature	<input type="text"/>