First Home Owner Grant
Licensed Conveyancer's Undertaking

Tasmania

PURPOSE OF THIS FORM

Note: All references to the First Home Owner Grant in this form are taken to include the Federal Government's First Home Owner Boost Scheme.

This form is to be completed in the event of applicant(s) for the First Home Owner Grant requiring the Grant as part of their settlement funds to enable settlement to occur in circumstances where the applicant(s) **are not obtaining the funds through an Approved Agent.**

In this instance a licensed conveyancer may request the First Home Owner Grant be paid into their trust account prior to settlement so that the Grant can be made available to the applicant(s) to be used as part of their settlement funds. If the applicant(s) are obtaining finance from an Approved Agent and wish to have the Grant available at settlement they must apply for the Grant through the Approved Agent from which they are obtaining finance.

The First Home Owner Grant funds will be paid by Electronic Funds Transfer (EFT) to the licensed conveyancer's Trust Account a maximum of five days prior to the settlement date. To receive the funds prior to settlement the relevant paperwork must be completed and lodged with the State Revenue Office at least five working days prior to the settlement date.

Supporting documentation will be required in the form of Proof of Identification and a copy of the contract for sale/purchase. A list of acceptable supporting documentation is included on page eight of the First Home Owner Grant application form.

The State Revenue Office of Tasmania will process the completed application form upon receipt from the licensed conveyancer where this form has been completed and attached. Any incomplete applications, and applications that do not have this form and the relevant documentation attached, will be returned to the licensed conveyancer for completion.

APPLICANT'S DETAILS

Full name(s) of applicant(s): _____

Settlement Date: _____

TRUST ACCOUNT DETAILS

Full name of account _____

Account BSB | | | | | | - | | | |

Account Number | | | | | | | | | | | | | | | | | | | |

Reference | | | | | | | | | | |

EFT deposits made into the Trust Account will include the 10 character reference (UIN) to enable identification of the applicant(s) to which the Grant funds relate. If no reference is given the surname of Applicant 1 will be used as a reference.

LICENSED CONVEYANCER'S UNDERTAKING

- I am a practising licensed conveyancer.
- I am satisfied as to the applicant(s) identity and have sighted and attached documents to verify this.
- I am satisfied that the contract for purchase has been entered into on or after 1 July 2000 and have attached a copy of the contract to verify this.
- I am satisfied that, for the purposes of the First Home Owners Boost Scheme, the applicant meets all of the applicable eligibility criteria for payment of the relevant amount for either an established home or a new home.
- The First Home Owner Grant is required as part of the settlement funds to enable settlement to occur.
- The applicant is not obtaining finance from an Approved Agent.
- The First Home Owner Grant funds will be paid into the Trust Account detailed above and held on behalf of the applicant(s) until settlement occurs.
- I understand I can hold the First Home Owner Grant in the Trust Account detailed above for a period of up to 28 days from the original settlement date. If settlement is delayed more then 28 days I will repay the Grant funds to the Commissioner of State Revenue on or before the end of the 28 day period.
- I will repay the First Home Owner Grant immediately to the State Revenue Office of Tasmania upon advice that the transaction will not proceed.
- I will disburse the funds when settlement occurs as part of the funds required on settlement.

Full Name (please print): _____ Firm Name: _____

Licence No. _____

Signature: _____ Address: _____

Date: _____ _____

Direct Enquiries To:

By Correspondence:
State Revenue Office, GPO Box 1374, HOBART TAS 7001

In Person:
3rd Floor, 80 Elizabeth Street, Hobart

Telephone: 03 6233 2927
Facsimile: 03 6234 3357
Email: fhogs@treasury.tas.gov.au
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