

FreshStart New Home Grant

Guide to the application



Contents

1. Introduction.....	3
2. Explanation of key terms used	3
3. Eligibility criteria.....	7
4. Commissioner's discretion to vary eligibility criteria	7
5. How to lodge your application.....	8
6. Supporting information.....	8
7. When the FreshStart will be paid	8
8. Residence requirements	8
9. Failure to comply with the occupancy requirements and obligation to repay the FreshStart.....	9
10. Compliance investigations	9
11. False applications and penalties	10
12. Other homeowner assistance	10
13. Further information including frequently asked questions:.....	10
14. What if I do not agree with your decision?	10
15. Contact details.....	10
Application form – FreshStart New Home Grant.....	11
Section 1: Eligibility criteria.....	12
Section 2: Applicant details.....	13
Section 3: Property and transaction details.....	14
Section 4: Payment details.....	16
Section 5: Declaration by applicant.....	16
Section 6: Checklist	18
Section 7: Additional information.....	21

1. Introduction

The FreshStart New Home Grant (FreshStart) is a \$30,000 grant for home buyers in the Territory who sign a contract between 1 October 2024 and 30 September 2027 ('the scheme period') to purchase or build a new home or unit (including off the plan purchases) or commence construction of a new home as an owner-builder.

Applications must be received by 31 December 2027.

The grant amount is \$30,000 if the contract was signed between 1 October 2024 and 30 September 2027.

Applications must be accompanied by the necessary supporting documentation as follows:

- A contract to purchase a new home or unit: a copy of the fully executed contract of sale signed by all parties, within the scheme period.
- A contract to build a new home or unit: a copy of the fully executed building contract signed by all parties, within the scheme period.
- If an owner builder: evidence that construction has commenced (i.e. evidence that the foundations for the home have been laid).

Only one grant is payable per transaction. Applicants are considered ineligible if they have already received a FreshStart grant under the current scheme, either alone or jointly, for this property.

Applicants cannot receive the FreshStart and the First Home Owner Grant for the same property.

FreshStart is not means tested. There is no cap on the value of a new unit or new home, or the total construction cost of a new home.

FreshStart will not be provided to build a new home where there is already, or will be, another home on your property. This includes where an existing home is reclassified as an 'Independent Dwelling' for planning purposes.

Approved applicants must occupy the property as their principal place of residence for a period of 12 months, commencing within 12 months of completion of construction or taking possession of the home

2. Explanation of key terms used

The following key terms appear in colour throughout the guide and application form.

Applicant(s)

A person applying for a FreshStart who, on completion of the purchase or construction of a new home, will own or hold a relevant interest in the land on which the home is built.

Commencement date of the eligible transaction

The date of the contract of sale to purchase or contract to build a home or, for an owner builder, the date the laying of the foundations commenced.

Commissioner

Commissioner of Territory Revenue.

Completion date of the eligible transaction

When the applicant is entitled to possession of the home under the contract and the applicant is registered on the title, or the building is ready for occupation as a place of residence and any prescribed completion requirements are met.

Consideration

Purchase price or construction cost of the home including any GST payable on the transaction.

Contract of sale

An agreement between an owner of a home and a buyer, for an agreed consideration.

Contract to build

A comprehensive building contract where a builder agrees to build a home from the time the building starts to when it is finished and ready for occupation.

De facto partner

Persons, including same sex partners, who are in a marriage-like relationship. For further information on the meaning of 'de facto relationships' and factors considered to determine the existence of one, refer to Commissioner's Guideline [CG-HI-004](#).

Eligible transaction

A contract of sale to purchase a new home, contract to build a new home, or construction of a new home as an owner builder.

Established home

A home that has been previously sold or occupied and is lawfully fit for occupation.

FHOG

First Home Owner Grant

Home

A building, affixed to land, that may be lawfully used, and is suitable for use as a place of residence. For further information on whether a building qualifies as a home, refer to Commissioner's Guideline [CG-HI-006](#).

New home

The home must have never been previously lived in or sold as a place of residence. If you are claiming the FreshStart on the purchase of a new home, your application must be accompanied by a completed Vendor declaration ([F-HI-023](#)).

A demountable or transportable dwelling can be considered a new home for the purposes of FreshStart if it meets the definition of a new home, regardless of whether it has been or will be moved to a new location. Buyers of a demountable or transportable dwelling will be deemed an owner builder for the purposes of FreshStart.

A discretion applies in limited circumstances to declare a home that has been previously sold, but not occupied, to be a new home. For further information on this discretion, refer to Commissioner's Guideline [CG-HI-011](#).

Off the plan

The acquisition of a new home on a proposed lot on a plan of subdivision, whether the plan of subdivision is registered or not.

Owner builder

An owner of land who builds a home, or has a home built on the land, without entering into a contract to build.

A person is also taken to be an owner builder where they purchase a building (such as a demountable or transportable dwelling) and intend to use the building as a place of residence on land in which they have a relevant interest, but on which the building is not situated at the time of purchase.

Permanent resident

A person who holds a permanent residency visa (under section 30 of the *Migration Act 1958* of the Commonwealth) or a New Zealand citizen who is the holder of a special category visa (under section 32 of the *Migration Act 1958*).

Principal place of residence

The home in which you primarily reside. The most important characteristic of a person's principal place of residence is that the person is living in that residence on an ongoing or permanent basis as the person's settled or usual place of abode. Where the occupation is transient, temporary or of a passing nature, or the occupation is for some other purpose, such as for renovating the home for sale or prior to rental, then this is not sufficient to establish occupation as a principal place of residence. For further information, refer to Commissioner's Guideline [CG-HI-005](#).

Related or associated party

A person is related or associated with another party when:

- one is the spouse or de facto partner of the other
- they are related by blood, marriage or adoption
- they are a shareholder or director of the other party
- they are a beneficiary of a trust for which the other party is trustee
- or the transaction is not otherwise at arm's length. (A transaction is generally considered to be at arm's length when it is between independent and unrelated persons, conducted on an equal footing in which each act in their own self-interest).

Relevant interest

A person with a relevant interest is someone who will have a legal entitlement to occupy the land. Usually this will be the person registered on the title to the land (an owner). This commonly is an estate in fee simple. A relevant interest does not include an interest held subject to a trust.

In the Territory, other relevant interests include:

- various lease holding interests in land granted by the Commonwealth or the Territory

- an interest as purchaser under a terms contract
- a licence or a right of occupancy granted by the Commonwealth or the Territory that gives the licensee, or holder of the right, reasonable security of tenure
- a life estate in land approved by the Commissioner
- a right to occupy a home that you have built (or will build) on land owned by a relative
- a right to occupy a home that you have built (or will build) on farming property where the owner of that property has given you permission to occupy the home
- and a lease or sublease granted under section 19 or 19A of the *Aboriginal Land Rights (Northern Territory) Act 1976 (Cth)* for a term of 15 years or older.

Residential property

Land in Australia on which there is a building that can be lawfully occupied as a place of residence and is suitable for occupation as a place of residence. It includes any land on which there is a residence such as a farming property or commercial property.

Spouse

The person to whom an applicant is legally married. Despite separation, parties to a marriage remain spouses until the marriage is legally dissolved.

Terms contract

A contract of sale of land where the purchaser must make two (2) or more payments (excluding the deposit) to the vendor after the contract is signed by the parties. Generally, the purchaser will be in possession of the land under the contract but cannot be registered on the title until final payment is made to the vendor.

TRO

Territory Revenue Office.

Unencumbered value

Of a home or relevant interest in land, is the full value of the home or interest (without regard to encumbrances) and includes the amount of any GST payable in relation to the supply of the home or relevant interest in land. It also includes a debt or liability that might give rise to a right of recourse against the property such as a mortgage.

3. Eligibility criteria

To apply for the FreshStart:

1. Applicants must:
 - lodge a completed application and all supporting documents by 31 December 2027 either with their financial institution or the Territory Revenue Office.
 - be a natural person (not a company or trustee) and at least one of the applicants must be 18 years of age or older at the commencement date of the eligible transaction
 - ensure at least one applicant is an Australian citizen or a permanent resident at the time of completing the application
 - have entered into an eligible transaction:
2. Applicants must have between 1 October 2024 and before 30 September 2027.
 - executed a contract to build a home (including a house and land package)
 - executed a contract to purchase a new unit (including off the plan) or a new home
 - or, as an owner-builder, commenced construction (laying foundations) of a home.
3. All persons who are or will be an owner of the home on completion of the purchase or construction of the home, must be applicants to the FreshStart application.
4. Applicants are not eligible to claim FreshStart for a new home where there is already, or will be, another home on the land title on which the home is being built. This includes dwellings that are classified as 'dwelling – independent' such as independent units or granny flats.

Note: This does not include the owner of a farming property where the applicant has permission to build a home on that property, an owner of a property where permission has been given to a relative to build a home on that property or to a guardian that holds the land for a person with a legal disability.
5. Where the home being built is part of a duplex, where the homes have been issued with separate titles, the FreshStart will be available to both homes in the duplex.
6. Each applicant cannot have received, or will not receive, a grant under the [First Home Owner Grant Act 2000](#) (the HomeGrown Territory Grant) in relation to the home the subject of the FreshStart application.
7. Applicants are not eligible to claim FreshStart if the contract (the subject of this application) replaces a contract made prior to 1 October 2024 to purchase the same or a substantially similar unit, or to purchase or build the same or a substantially similar home.
8. At least one applicant must occupy the home as their principal place of residence for a continuous period of at least 12 months commencing within 12 months of the completion date or, if purchasing a new unit or new home, within 12 months of taking possession of the unit or home.

4. Commissioner's discretion to vary eligibility criteria

The Commissioner may vary eligibility criteria relating to:

- the 18 years minimum age requirement (see Commissioner's Guideline CG-HI-003)
- the residence requirements (refer to Section 8 of this Guide)

The Commissioner also has the discretion to declare a home that has been previously sold, but not occupied, to be a new home (refer to Commissioner's Guideline [CG-HI-011](#)).

5. How to lodge your application

Applications may be lodged with:

- the financial institution that is providing your finance. If you require the FreshStart for settlement, you must lodge the application with your financial institution as soon as possible.
- TRO – applications should be lodged via email with all supporting documents by 31 December 2027. Refer to contact details at Section 15 of this guide.

6. Supporting information

The information required in support of your application is detailed in the checklist at Section 5 of the application form and will vary depending on the transaction type and your circumstances. This information is needed to determine your eligibility for the FreshStart and failure to provide part, or all of the information, will result in delays in processing, or rejection of, your application. Please check each item and place a tick in the appropriate column to ensure all information is provided.

7. When the FreshStart will be paid

The date the FreshStart is paid depends on whether you are buying or building a home, and if you are applying through a financial institution or TRO. The following table details the various scenarios.

Type of transaction	Applying through	
	Financial Institution	TRO
Purchasing a home	The grant will be paid to your lender once you have been found eligible.	When your name is registered on the title.
Contract to build a home	The grant will be paid to your lender once you have been found eligible	When the foundations have been laid and progress payments (excluding the deposit) of at least the amount of the FreshStart has been paid.
Owner builder	When construction of the home has been completed.	When construction of the home has been completed.

Where the application is lodged with a financial institution, FreshStart is paid directly to the financial institution. When it is lodged with TRO, payment will be made by electronic funds transfer to your nominated bank account, generally within 5 business days of receiving a complete application and all supporting documentation.

8. Residence requirements

At least one applicant must commence occupation of the home as their principal place of residence for a continuous period of not less than 12 months within 12 months of the completion date of the eligible transaction.

If the residence requirements are not satisfied, the applicants are required to notify TRO and may be required to repay the amount of the FreshStart (see Section 9 of this Guide).

In special circumstances, the residence requirements may be varied by the Commissioner as follows:

- the applicants may be exempted from the residence requirements
- the period for commencing occupation of the home or for taking possession of the home after the completion date of the eligible transaction may be extended
- and the 12-month period for continuous occupation of the home may be reduced.

For further information, refer to Commissioner's Guideline [CG-HI-003](#).

9. Failure to comply with the occupancy requirements and obligation to repay the FreshStart.

Persons who have received FreshStart have an obligation to notify TRO in writing within 30 days of knowing the applicants will be unable to comply with the occupancy requirements. Contact information can be found on the final page of this guide.

Failure to do so is an offence, and a maximum penalty of 50 penalty units may apply. Find out more about current penalty unit values on the website of the Department of the Attorney-General and Justice, <https://justice.nt.gov.au/attorney-general-and-justice/units-and-amounts/penalty-units>.

Event	Timeframe for notification and repayment of the FreshStart
Failure to comply with the residence requirements (refer to Section 8 of this Guide).	Within 30 days of the earlier of the date: by which the applicants were required to have taken occupation of the home or on which it first became apparent that they would not comply with the residence requirements during the period allowed for compliance.
Ineligibility for the FreshStart (e.g. the applicant(s) may have received the FHOG for the same property, or none of the applicants are an Australian citizen or permanent resident etc.).	Within 30 days after the FreshStart was paid.
Failure to comply with a condition for payment of the FreshStart.	Within 30 days after the breach of that condition.
Overpayment of the FreshStart.	Within 30 days after the FreshStart was paid.
Warning: Failure to comply with the above requirements is an offence for which a maximum penalty of 50 penalty units is provided (the value of one penalty unit is \$189 as at 1 July 2025). A penalty equal to the FHOG and interest may also be imposed by TRO. For further details on penalty and interest refer to Commissioner's Guideline CG-HI-002 .	

10. Compliance investigations

TRO undertakes compliance activities to confirm an applicant is eligible for the FreshStart and satisfies the residence requirements.

TRO may conduct enquiries concerning an applicant's eligibility prior to, and after the payment of the FreshStart and may include searches of land title systems in other jurisdictions and accessing information from various sources. Applicants may also be requested to provide further supporting information.

Significant penalties and prosecution action may apply if these enquiries demonstrate that an applicant has made a false application or has not complied with the residence requirements.

11. False applications and penalties

Applicants found guilty of making a false application or declaration may be prosecuted and could face imprisonment for a period of up to two (2) years.

12. Other homeowner assistance

The Territory Government has several schemes to assist home ownership, including loans for low to middle income earners. Further information on these schemes can be accessed on TRO's website at nt.gov.au/property/home-owner-assistance.

If you plan to buy a house and land package in the Northern Territory, you may be eligible for an exemption on stamp duty. You can find more information on the [TRO website](#).

Please note you cannot receive FreshStart if you have applied for or received the HomeGrown Territory Grant (First Home Owner Grant) for the same home.

13. Further information including frequently asked questions:

For further information about the eligibility criteria please visit the TRO website: <https://treasury.nt.gov.au/dtf/territory-revenue-office/homegrown-territory-guide-grants>

14. What if I do not agree with your decision?

You may request a review if you do not agree with the decision. Any request for review should be lodged within 60 days of the date of the decision and include the reasons why you believe the decision is incorrect. Requests should focus on the facts as to why you consider the decision is incorrect.

15. Contact details

Territory Revenue Office

Level 14, Charles Darwin Centre 19 The Mall, Darwin
GPO Box 1974 DARWIN NT 0801

Office hours: 9.00 am to 4.00 pm Monday to Friday, 9.00 am to 2.00 pm the last Wednesday of each month.

Phone: 1300 305 353

Email: NTRevenue@nt.gov.au

Website: www.revenue.nt.gov.au

FreshStart New Home Grant

Application form – FreshStart New Home Grant

Office use only

UIN:

Application
reference:

Application received by:

Date lodged:

Note:

- This form should be used for applications lodged on or after 1 October 2024
- Read the Guide before completing the application. Phrases and words in blue are explained in Section 2 of the Guide. If further clarification is required, please contact TRO.
- This application will not be considered unless fully completed, signed, and all required supporting evidence is lodged.
- Applications must be lodged on or before 31 December 2027.
- There are significant penalties for making a misleading statement.
- Please answer all questions and tick the appropriate boxes.

Privacy statement

The information in this form is required by TRO to determine whether you meet the criteria for the payment of the FreshStart. Any information provided is on a voluntary basis and is needed to process the application for the FreshStart. 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 financial institution. You have the right to access and correct this information by contacting TRO.

Section 1: Eligibility criteria

- Eligibility is determined at the commencement date of the eligible transaction, unless otherwise stated.
- All applicants must be considered when answering the eligibility questions.
- Eligibility criteria 3 and 4 may in special circumstances be varied by the Commissioner. For further information, refer to Section 4 of the Guide.

Eligibility checklist – Indicate with a <input type="checkbox"/>	Yes	No
1. To your knowledge is this the first FreshStart grant paid or payable in relation to this property??	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Is each applicant a natural person (i.e. not a company or trustee) who will on the completion date of the eligible transaction, hold all their interest in the property in their own right and not as a trustee?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is at least one applicant 18 years of age or older?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Is at least one applicant a permanent resident or Australian citizen at the time of making the application?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Will at least one applicant be occupying the home as their principal place of residence for a continuous period of 12 months commencing within 12 months of: <ul style="list-style-type: none"> • for contracts to build a home or owner-builders, within 12 months of completion of construction? • or for contracts to purchase a new unit or new home, within 12 months of taking possession of the home? 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Has each applicant either: <ul style="list-style-type: none"> a. entered into a contract of sale for the purchase of a home in the Northern Territory 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<ul style="list-style-type: none"> b. or entered into a contract to build a home in the Northern Territory 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<ul style="list-style-type: none"> c. or in the case of an owner builder, commenced construction of a home in the Northern Territory? (that is, laying of foundations) 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. In the case of the transaction in 6(a) or 6(b), does the contract replace the same or substantially similar contract that was executed (signed) before 1 October 2024?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Determination of eligibility

If you answered 'YES' to ALL of the above questions (except question 7 regarding replacement contracts), you may be entitled to receive the FreshStart, subject to the written decision made by the Commissioner. You may be required to provide additional information (where applicable) to support your eligibility for the FreshStart.

Section 2: Applicant details

Note:

- It is essential that ALL applicants complete this section.
- If more than two (2) applicants, please complete and attach an additional application form.
- Each applicant must sign the declaration at Section 6.

Number of applicants

How many people will have a relevant interest (be an owner) in the home?		
Related or associated party transactions	Yes	No
Are any of the applicants related to or associated with the vendor or builder?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are any of the applicants Aboriginal or Torres Strait Islander (this question is optional) Note: The information will only be used for statistical purposes and has no bearing on your application.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Did any of the applicants relocate from interstate or overseas after 1 July 2024 ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, from where did they relocate? Note: The information about moving to the Territory will only be used for statistical purposes and has no bearing on your application.	<input type="checkbox"/> Interstate	<input type="checkbox"/> Overseas

Applicant 1 (primary contact)					Applicant 2					
All persons who will be registered on the title to the home as an owner must provide their details										
Title	Mr	Mrs	Miss	Ms	Dr	Mr	Mrs	Miss	Ms	Dr
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
First name										
Middle name(s)										
Family name										
Name on birth certificate (only if different from above)										
If you have ever used any name(s) other than the name(s) declared above, list them here										
Date of birth (DD/MM/YYYY)	/ /					/ /				
Place of birth	State/territory					State/territory				
Country of birth										
Telephone number										

Applicant 1 (primary contact)		Applicant 2	
All persons who will be registered on the title to the home as an owner must provide their details			
Email address			
Current residential address	Street no.		Street no.
	Street name		Street name
	Suburb/town		Suburb/town
	State	Postcode	State
			Postcode
Address for service of notices (if different to residential address)			
Will you be satisfying the residence requirements	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes
			<input type="checkbox"/> No

Section 3: Property and transaction details

Address of property			
Lot number		Unit/street number	
Street name		Suburb/town	
State	Northern Territory	Postcode	
Date when occupation as a principal place of residence commenced, or is expected to commence by at least one applicant (if not known, please estimate)			
Title reference			
Volume (If the current title is unavailable, please enter a parent title number)		Folio	

Transaction details				
To what type of transaction does this application refer?	Off the plan	New home	Owner builder	Contract to build
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you have entered into a contract of sale to purchase a new home or an off the plan home:				
• Is this the first sale of the home since its construction?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	

<ul style="list-style-type: none"> Are you the first occupant(s) of the home since its construction? 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
For all transactions:		
Date of contract of sale or contract to build (if owner builder, date the foundations were laid)	/ /	
Date of settlement (or if building, the completion date of the eligible transaction) <small>Note: if lodging with a financial institution, please estimate.</small>	/ /	

Section 4: Payment details

If applying with TRO, FreshStart will be paid by electronic funds transfer into the account nominated below.

If you are applying with a financial institution, please **do not** complete the account details below, as the FreshStart will be paid through the financial institution.

Details	
Name of financial institution and branch	
Account name (e.g. John and Jan Citizen)	
BSB number (do not include dashes or spaces)	
Account number	

Section 5: Declaration by applicant

1. I have completed the application form and attached all relevant documents required in the Checklist in support of this application.
2. I have not previously received and retained a grant under the *First Home Owner Grant Act 2000* either alone or together with any other person for this property.
3. At the date of making this application, at least one (1) applicant is a permanent resident or an Australian citizen.
4. I understand that at least one applicant must reside in the home that is the subject of this application as their principal place of residence for a continuous period of 12 months, commencing within 12 months of the completion date of the eligible transaction.
5. I undertake to notify the Commissioner of my inability to comply with the residence requirements or am otherwise ineligible for the FreshStart (see Section 10 of the Guide to the application) in writing and repay the amount of the grant within 30 days of this happening.
6. I authorise TRO to access and exchange information about me to verify my eligibility for the FreshStart with the financial institution (where applicable), other state, territory and Australian Government agencies and commercial organisations as permitted by law.
7. I understand that the financial institution is not authorised by TRO to offer any advice or assistance on the conditions of eligibility for the FreshStart, or on the completion of this application.
8. I authorise TRO to deposit the FreshStart into the account nominated in Section 4 (ensure account details are correct) or into the financial institution's nominated account when lodged with the financial institution.
9. I authorise the financial institution to hold the FreshStart until the completion date of the eligible transaction and to repay the FreshStart to the Commissioner if the transaction is not completed within 28 days of the date specified.
10. I authorise the Commissioner to address all correspondence relating to this application to Applicant 1 at the address nominated.
11. I have read and understood this application form and guide to the application, and I accept that if the conditions of eligibility are **not** met, I may not be entitled to receive or retain the FreshStart.
12. I acknowledge that I may be required to repay the FreshStart, be liable for penalties and interest, and may also be prosecuted for making a false or misleading statement on or in connection with this application.
13. I solemnly and sincerely declare that this declaration, the information in this application and the supporting documents provided are true and correct, and I make this solemn declaration by virtue of

the *Oaths, Affidavits and Declarations Act 2010 (NT)* knowing it is an offence to make a declaration that is false in any material particular and for which a penalty of three (3) years imprisonment is provided.

Declared at _____ on the ___ day of _____ 20__

Applicant 1		Applicant 2	
Name		Name	
Signature		Signature	
Date		Date	

Privacy statement
 The information in this form is required by TRO to determine whether you meet the criteria for the payment of the FreshStart. Any information provided is on a voluntary basis and is needed to process the application for the FreshStart. 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 financial institution. You have the right to access and correct this information by contacting TRO.

Section 6: Checklist

This section details the information required to support your application depending on your circumstances. The supporting information must be either an original or legible photocopy.

If lodging with a financial institution – The information to satisfy the 100-point check conducted by the financial institution is sufficient, except where all applicants were from outside of Australia. In these instances, at least one (1) applicant must also provide proof of Australian citizenship or permanent residency. This could be in the form of an Australian passport, Australian citizenship certificate, permanent residency certificate, permanent residency visa or if you are a New Zealand citizen, evidence of a special category visa under section 32 of the *Migration Act 1958* or a current New Zealand passport.

If lodging with TRO – All applicants must provide proof of identity, and if none of the applicants were born in Australia, at least one (1) applicant must also provide proof of Australian citizenship or permanent residency. This could be in the form of an Australian passport, Australian citizenship certificate, permanent residency certificate, permanent residency visa or if you are a New Zealand citizen, evidence of a special category visa under section 32 of the *Migration Act 1958* or a current New Zealand passport.

Proof of identity		Tick if attached	Office use only
Evidence required			
Proof of identity	Australian birth certificate issued by Registry of Births, Deaths and Marriages and	<input type="checkbox"/>	<input type="checkbox"/>
	photographic identification such as an Australian driver licence or proof of age card issued by a state or territory authority or	<input type="checkbox"/>	<input type="checkbox"/>
	a current passport.	<input type="checkbox"/>	<input type="checkbox"/>
Note: Evidence of change of name is required if the name on any documents presented is different to the name of the applicant (for example, marriage certificate, change of name certificate or deed poll).			

Australian citizenship or permanent residency		Tick if attached	Office use only
Evidence required			
Citizenship or permanent residency	Citizenship certificate, or	<input type="checkbox"/>	<input type="checkbox"/>
	permanent residency certificate, permanent residency visa or special category visa or New Zealand passport.	<input type="checkbox"/>	<input type="checkbox"/>
Note: Evidence of change of name is required if the name on any documents presented is different to the name of the applicant (for example, marriage certificate, change of name certificate or deed poll).			

Transaction type		Tick if attached	Office use only
Evidence required			
Contract of sale to purchase a home	1. The contract of sale for purchase of the home dated and signed by all parties.	<input type="checkbox"/>	<input type="checkbox"/>
	2. If the contract is for the purchase of a new home you will also need to provide a completed form (F-HI-023)	<input type="checkbox"/>	<input type="checkbox"/>
	3. If a terms contract, evidence to show that purchase instalments excluding the deposit of an amount equal to or greater than the FreshStart have been paid.	<input type="checkbox"/>	<input type="checkbox"/>
	4. If the parties to the transaction are related or associated, documentary evidence to show that consideration of an amount equal to or greater than the FreshStart has been paid.	<input type="checkbox"/>	<input type="checkbox"/>
Contract to build a home	1. The contract to build dated and signed by all parties to the contract.	<input type="checkbox"/>	<input type="checkbox"/>
	2. Documentary evidence of progress payments made (either an invoice or receipts from the builder), excluding the deposit, totalling an amount equal to or greater than the FreshStart.	<input type="checkbox"/>	<input type="checkbox"/>
Owner builder	1. Documentary evidence of the building costs incurred for the construction of the home. The evidence proof submitted must total an amount equal to or greater than the FreshStart and must not include your own labour costs.	<input type="checkbox"/>	<input type="checkbox"/>
	2. If the home is located: <ul style="list-style-type: none"> in a Building Control Area, a copy of the Occupancy Permit or other certification issued under the <i>Building Act 1993</i> certifying that construction of the home has been completed to appropriate standards and is suitable for occupation as a place of residence. 	<input type="checkbox"/>	<input type="checkbox"/>
	<ul style="list-style-type: none"> outside of a Building Control Area, documentary evidence as detailed in Commissioner's Guideline CG-HI-006, showing that building has been completed to appropriate standards and is suitable for use as a place of residence. 	<input type="checkbox"/>	<input type="checkbox"/>

Building a home on a relative's property or on farming property owned by another person		
Evidence required	Tick if attached	Office use only
Written documentation from the owner confirming the arrangement and that permission has been given for the applicant to occupy the home when it has been completed.	<input type="checkbox"/>	<input type="checkbox"/>

Guardian purchasing or building a home for a person with a legal disability		
Evidence required	Tick if attached	Office use only
Evidence of the guardian's lawful appointment.	<input type="checkbox"/>	<input type="checkbox"/>

Prior receipt of the First Home Owner Grant for same property		
Evidence required	Tick if attached	Office use only
If an applicant has previously received the FHOG for this property but has repaid it (because they were ineligible), they may still be eligible for the FreshStart . To assist in the timely processing of your application, a disclosure should be made to this effect detailing the property to which the previous application relates and the reason for the repayment of the FHOG .	<input type="checkbox"/>	<input type="checkbox"/>

Financial institution and TRO use only		
All evidence sighted	Name of person sighting the evidence:	Payment eligibility date (when the applicant meets all of the eligibility criteria):
<input type="checkbox"/> Yes <input type="checkbox"/> No		

