

CLAIM FORM
FOR A RESIDENTIAL TENANCY SECURITY DEPOSIT HELD IN TRUST
BY THE COMMISSIONER OF TENANCIES

Surname:

(Note: The surname should be the one in use at the time of the tenancy)

First name/s: Mr/Mrs/Miss/Ms**Current address:****Contact details:** (phone: mobile/fixed, email)**Address of former tenancy:** (Street & Suburb)**Dates of former tenancy:**

You are required to provide proof of your identity (eg; a certified copy of your driver's licence or passport); please enclose with, or attach to, this completed form.

If you can, please provide proof of your residence at the address of the tenancy (eg; a phone, water and electricity, council rates bill or a copy of the lease); please enclose with, or attach to this completed form. This will assist in assessing your claim.

I confirm that all the information provided in this form and in the attachments or enclosures, is true and correct in all details, and on this basis I claim the bond which is owing to me.

Signature: _____**Date:** _____**Note:**

The Commissioner of Tenancies only accepts unclaimed security deposits from landlords or agents from 6 months *after* the date of termination of the tenancy. Before this period, if you have not received your security deposit you should contact the landlord or agent for the reason/s (if any) they are withholding your security deposit. If you wish to dispute the reason/s for the withholding of your security deposit, you must apply to the Northern Territory Civil and Administrative Tribunal for a determination.

Only after the Commissioner of Tenancies has validated your claim to the security deposit held in trust will you be advised of the amount being held. You will then be requested to complete an authorisation form to obtain the funds.

DARWIN

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 Tel: (08) 8999 1999 or 1800 019 319
 Fax: (08) 8935 7738
 Web: www.consumeraffairs.nt.gov.au

ALICE SPRINGS

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