

Household Goods Grant Scheme - Application Form and Guide - F-HI-015

Guide to the application

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1. Introduction

The guide to the application (the guide) explains the eligibility criteria for the Household Goods Grant Scheme (HGGS) for [new homes](#), the lodgement requirements for applications and [applicant](#) obligations. Please read it carefully before completing the application form. The guide is for your ongoing reference and should not be lodged with your application.

2. Purpose of the HGGS

The HGGS was introduced on 1 October 2016 to assist eligible first home owners of [new homes](#) by providing a grant of up to \$2000 to purchase [household goods](#) for use in that home. The HGGS is available to eligible first home owners who enter into a contract to purchase or construct a [new home](#) from 1 September 2016.

Note: First home buyers of [established homes](#) are not eligible for the HGGS, but may be eligible for similar assistance if the [household goods](#) are being purchased as part of a home renovation. For more information on the assistance that may be available for [established homes](#) please contact the Department of Trade, Business and Innovation on 1800 193 111.

3. Key terms

Applicant(s)

All persons who have an interest in the home to which the HGGS application relates.

Brown goods

Light electronic goods such as kitchen appliances, televisions, computers and other digital devices.

Commissioner

The Commissioner of Territory Revenue.

Established home

A [home](#) that has previously been sold or occupied as a place of residence.

Household goods

[Household](#) items such as [white goods](#), [brown goods](#), furniture, curtains/blinds, manchester, kitchenware, barbecues and similar residential items ordinarily found in a home. If in doubt as to whether a particular item is included, a list of eligible household goods is available on the Territory Revenue Office [Frequently Asked Questions](#) webpage or contact TRO directly.

New home

A home that has never been previously lived in or sold as a place of residence.

Principal place of residence

The [home](#) in which the [applicant](#) primarily resides. The residence must be occupied on an ongoing or permanent basis as the [applicant's](#) settled or usual place of abode. It does not include a residence where occupation is transient, temporary or of a passing nature.

Territory enterprise

A business that satisfies all of the following:

- Operates in the Northern Territory – the enterprise is currently engaged in productive activities (i.e. production of goods or delivery of services) within the Territory.
- Significant permanent presence – the enterprise maintains an office, manufacturing facilities or other permanent base within the Territory.
- Employs Territory residents – an enterprise that relies primarily on transient or fly-in/fly-out labour from interstate or overseas is not a Territory enterprise.

Transaction completion date

For the purchase of a new home, the transaction is complete once settlement occurs and the [applicants](#) are registered on the certificate of title to the home. For the construction of a new home, the transaction is complete once the certificate of occupancy is issued and the property can be lawfully occupied as a place of residence.

White goods

Heavy household items such as air-conditioners, refrigerators, freezers and washing machines.

4. Eligibility criteria

Applicants are eligible for the HGGS if they satisfy the following criteria.

- **Criterion 1 – First home owner grant eligibility**

The [applicant](#) must be eligible for the first home owner grant in relation to the purchase or construction of the home for which they are acquiring the [household goods](#).

- **Criterion 2 – Transaction date**

The [applicant](#) must have entered into a contract to purchase or construct a [new home](#) on or after 1 September 2016 and the purchase of the household goods must occur after the contract date.

- **Criterion 3 – Territory enterprise**

The [applicant](#) must purchase all HGGS funded [household goods](#) from a Territory enterprise.

- **Criterion 4 – Goods to be used in new home**

The [household goods](#) must be purchased for use by the [applicant](#) in the home for which they were paid the first home owner grant.

- **Criterion 5 – Confirm eligibility**

The [applicant](#) must accept the obligation to confirm their eligibility by providing receipts as evidence of their purchase(s) to the Territory Revenue Office (TRO) within ninety (90) days of the HGGS being paid.

5. Applying for the HGGS and receiving payment

An application for the HGGS may be lodged with the TRO at:

Email: ntrevenue@nt.gov.au

Post: GPO Box 154, Darwin NT 0801

Payment will be made to the approved [applicant's](#) nominated account within 14 days of lodgement of the application, provided the transaction completion date has occurred.

All communication from the TRO will be sent to [Applicant 1](#) at the email address provided unless otherwise requested.

6. Applicant obligations

Keep it simple: Submit your receipts by email to ntrevenue@nt.gov.au as soon as your purchases are complete so you don't have to look for them later.

More than one purchase? Wait and submit all of your receipts together.

The [applicant](#) is required to confirm their eligibility by submitting a copy of the receipts relating to the purchase of [household goods](#) no later than ninety (90) days from the date the HGGs was paid.

All receipts must have been issued by one or more Territory enterprises, list the nature of the [household goods](#) purchased and be issued on or after the date the contract to purchase or construct the home was entered into.

If receipts from Territory enterprises totalling the amount of the HGGs are not provided to the TRO, the [applicant](#) will be required to repay the amount unaccounted for.

7. Reimbursement

If a first home buyer purchases [household goods](#) for the new home prior to applying for the HGGs, payment can be made by way of reimbursement provided the relevant receipts accompany the application. The receipts must demonstrate the [household goods](#) were purchased on or after the date the [applicant](#) entered into the contract to purchase or construct the home.

8. Compliance activity

The TRO has reporting mechanisms in place to ensure all [applicants](#) comply with their obligation to confirm their eligibility within the required timeframe. Failure to do so may result in a notice being issued to the [applicant](#) requiring repayment of the HGGs.

9. Other home incentive schemes

The Territory Government has a number of schemes to assist [home](#) ownership. For further information refer to the TRO website www.revenue.nt.gov.au.

10. Contact details

For further information please contact the TRO:

Level 14, Charles Darwin Centre

19 The Mall, Darwin

GPO Box 154

DARWIN NT 0801

Phone: 1300 305 353

Website: www.revenue.nt.gov.au

Email: ntrevenue@nt.gov.au

Note: This guide is for reference only and should not be lodged with the application form. Complete and submit the application form and retain the application guide.

Household Goods Grant Scheme (HGGS) – New Homes

Application Form

This application must be used for eligible transactions entered into on or after 1 September 2016.

Before completing the application, please read the guide, including the key terms at section 3, to ensure you satisfy the criteria and are aware of your obligations.

Key terms are highlighted throughout the guide and application. If you are unsure about any aspect, contact TRO for clarification.

Significant penalties may apply for making false statements.

This application will only be accepted if fully completed in black or blue ink.

Section 1 Eligibility criteria

Eligibility criteria		
1. Are all applicant(s) eligible for the first home owner grant in relation to the purchase or construction of the home referred to in Section 3?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Did the applicant(s) enter into a contract to purchase or construct a new home on or after 1 September 2016 and will the purchase of household goods occur after the contract date?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Will the applicant(s) use the HGGS to purchase goods from a Territory enterprise ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Are the goods to be purchased by the applicant(s) for use in the home referred to in Section 3?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Do the applicant(s) agree that they will confirm their eligibility for the HGGS within ninety (90) days of the date payment is made?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Determination of eligibility: If you answered yes to all questions, you may be entitled to receive the HGGS, subject to the decision of the **Commissioner**. **Applicants** will generally be notified of the outcome of their HGGS application within 14 days of lodgement.

Section 2 Applicant details

Note: ALL applicants must complete this section. If there are more than two applicants, please complete and attach an additional application form.

	Applicant 1 (primary contact)	Applicant 2
Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr
First name:		
Middle name(s):		
Surname/Family name:		
Daytime telephone number:		
Email address:		
Current residential address:	Street no.	Street no.
	Street name	Street name
	Suburb/town	Suburb/town
	State	State
	Postcode	Postcode
Address for service of notices: (if different to residential address)		

Section 3 Transaction details

Property details – if UIN is entered below, no other property details are required

First home owner grant UIN:	
Lot number:	
Unit/street number:	
Street name:	
Suburb/town:	
State:	Northern Territory
	Postcode:
Date entered into contract to purchase or construct new home: (must be on or after 1 September 2016)	
Transaction Type	<input type="checkbox"/> Purchase new home <input type="checkbox"/> Construct new home
Transaction completion date	

Section 4 Payment details

Payment will be made to the account nominated below once the application has been approved.

Bank details	
Name of financial institution:	
Full name of account:	
Account BSB:	
Account number:	

Section 5 Applicants declaration

By signing the declaration below, I acknowledge that I have read and, to the best of my knowledge, understood the guide to the application and that all statements contained herein are true and correct. I also agree that

- **I will confirm my eligibility for the HGGS by sending a copy of my receipts to TRO once the grant has been spent.**
- I understand that the HGGS may only be used to purchase [household goods](#) from a [Territory enterprise](#).
- I will repay any portion of the HGGS not spent on [household goods](#) within ninety (90) days of the HGGS being paid.
- If I am ineligible for the HGGS or become aware that I will not satisfy a condition for its payment, I will notify the TRO in writing within seven (7) days of that event and repay the HGGS.
- I consent to TRO accessing information relating to my application for the First Home Owner Grant for the purpose of determining my eligibility for the Household Goods Grant Scheme.
- The TRO can access and exchange information about me to verify my eligibility with my conveyancer/solicitor, other Government agencies, and commercial organisations.

Applicant 1		Applicant 2	
Signature:		Signature:	
Name:		Name:	
Date:		Date:	

Privacy statement

The information in this application form is required to determine your eligibility for the HGGS. Any information you provide is on a voluntary basis but is needed to process your application. You may review or correct any personal information provided by contacting the TRO.