



Income Confirmation Scheme Consent

Purpose

If you are a Centrelink customer you can have your payments and assets verified electronically by participating in the Income Confirmation Scheme.

Consent and Declaration Statements

1. I _____ authorise:
 - the Housing Authority, which operates within the Department of Communities, to use the Centrelink Confirmation eServices to perform a Centrelink enquiry of my customer details and concession card status in order to enable the business to determine if I qualify for a concession, rebate or service.
 - Services Australia (the Agency) to provide the results of that enquiry to the Housing Authority.
2. I understand that the Agency will disclose personal information to the Housing Authority including my payment status to confirm my eligibility for products and services.
3. I understand that the information provided to the Housing Authority by the Agency will:
 - confirm details such as:
 - my name;
 - Concession Card status; and
 - number of dependent children.
 - provide details relating to my financial status, such as:
 - type, amount, and date of my payment.
 - number of dependent children and the percentage of shared care for each child.
 - details of any deductions from my payment.
 - details of any other income.
 - details of my assets.
 - if I am partnered.
 - historical information about any of the above details.
4. This consent, once provided, is ongoing unless I withdraw it by contacting the Housing Authority or the Agency.

Given Names	Surname	Signature <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>
Date of birth	Centrelink Reference Number (CRN)	Date DD / MM / YYYY

Office use only

File Number

Date DD / MM / YYYY

Income Confirmation Scheme Fact Sheet

What is the Income Confirmation Scheme (ICS)?

ICS is a service that allows you to authorise Centrelink to provide your income details directly to the Housing Authority.

How will it work?

If you wish to use this service Centrelink will send your income details electronically to the Housing Authority, enabling the Housing Authority to assess your rent quickly and conveniently. This service is completely voluntary and you can stop at any time by contacting the Housing Authority.

Who is eligible?

Anyone who receives a Centrelink payment and lives in a Housing Authority property can use the service. This includes all members of the household.

What details will Centrelink send to the Housing Authority?

Centrelink will advise the Housing Authority:

- The dollar amount of your last Centrelink payment
- Confirmation of your rate and type of payment
- Details of any deductions taken from your payment
- Child Maintenance details
- Details of any other income you have declared to Centrelink including overseas pensions, wages, investment income, property income and superannuation
- Details of any assets you have declared to Centrelink including savings, investments.

How will the information be used?

The information will be used by the Housing Authority to assess the tenant's entitlement to a rent subsidy, based on Housing Authority policy.

What happens if some household members don't want to participate or don't have a Centrelink income?

Those household members who don't or can't participate will still be required to provide proof of their income on request, as they do now. They will have to contact Centrelink themselves for an income statement or provide other details of their income, for example, wage slips, etc. It remains the tenant's responsibility to make sure income details of all household members are available when required and to advise the Housing Authority when there is a change in the household income.

Some good reasons to use this service:

- You do not have to pay – use of the service is free
- It is easy and convenient as the Housing Authority will contact Centrelink for you
- You will save time and money by not having to phone or go to a Centrelink office for an income statement
- With your authority, the Housing Authority can request updated income information from Centrelink whenever there is a change in your household income during the year.

What happens if I want to withdraw from ICS at a later date?

You can cancel the ICS consent at any time in writing. Remember, if you withdraw from ICS you will have to obtain your proof of income yourself when required by contacting Centrelink and forwarding the details to the Housing Authority. Please contact your local Housing Authority office if you would like to withdraw your ICS consent or if you have any questions.