

# Checklist for claiming Farm Household Allowance



centrelink

Farm Household Allowance helps farmers and their partners who are experiencing financial hardship meet basic household needs and improve their long term financial security.

The most efficient way to claim Farm Household Allowance is online. Paper claim forms are also available but may take longer to process.

Both farmers and their partners may be eligible for Farm Household Allowance. Both partners must submit a separate claim.

Every claim is different and needs specific information and supporting documents. As you complete your claim you will see what other information you need to supply.

If you have these documents electronically you can upload them to your online claim. Submit all your paperwork at the same time to get paid from the earliest possible date. If you do not have access to the internet, you can take your documents to a Centrelink Service Centre or Centrelink Agent. Contact a Rural Financial Counsellor for help in lodging your claim.

## Supporting documents you may need to supply

### Identity

- Proof of identity documents:
  - One Commencement of Identity document to verify your birth or arrival in Australia, such as a birth certificate, visa or citizenship certificate, **and**
  - Two other documents showing your use of the identity—a primary document, such as an Australian drivers licence and a secondary document, such as a bank ATM card
- Your Centrelink Reference Number (CRN). Visit a service centre with your proof of identity documents if you do not know your CRN

### Property and real estate

- Shire or council rates notice of each property owned
- Title details of each property owned
- Copy of your signed lease or tenancy agreement if you are renting
- Real estate details form if your home has more than one title, or is on a block of land larger than 2 hectares or is used to produce an income\*

### Assets and liabilities

- Details of all bank accounts including the balance of each account at the **date of claim**
- List of assets e.g. land, major plant and equipment, livestock, shares, cash in bank
- Water Rights documentation (including the value) for all water assets held
- All shares and investments and their statements to support this, e.g. milk company share statements
- List of liabilities e.g. all loans, hire purchase, plus any other loans or money owed
- Loan statements

### Income and financials

- Latest tax returns – business and personal (yours and your partner's)
- Latest balance sheets for all businesses
- Evidence of off farm income, such as payslips, from the date of claim
- Current financial year profit and loss statements e.g. contracting, agistment. Be aware that farm profit and loss is assessed separately from contracting.
- Private Trust form\* and Trust tax return if the farm enterprise is a trust
- Private Company form\* and Company tax return if the farm enterprise is a company
- Confirmation of your leave entitlements or redundancy payments you may have received over the past 12 months—if you have been employed and taken leave or a redundancy
- Details of any compensation received

\*To find these forms go to [humanservices.gov.au/forms](http://humanservices.gov.au/forms)

