

# REQUEST FOR OPERATOR TO MAKE AGED CARE ACCOMMODATION PAYMENTS

*Retirement Villages Act 1999 section 182AF*



13 32 20 [fairtrading.nsw.gov.au](http://fairtrading.nsw.gov.au)

This form is for residents or former residents\* to request an accommodation payment for daily aged care fees from the village operator.

Before you complete this form, you should review the eligibility criteria to make sure you are eligible to apply.

You should also have the following information and documents ready:

- the date you entered, or propose to enter, the aged care facility
- the contact details for your village operator and manager
- the details of the aged care provider and facility where you are living, or intend to live
- the amount of each accommodation payment, and a copy of the accommodation payment schedule provided by the aged care provider
- the number of accommodation payments you want the village operator to make to the aged care provider on your behalf (this could be one, or more).

**Note:** If you have received a partial exit entitlement payment you are not able to apply for an accommodation payment for daily aged care fees.

## 1. Resident/former resident\* details

### Resident 1

Title Given name

Family/Surname

### Resident 2 (if applicable)

Title Given name

Family/Surname

Address

Suburb

State

Postcode

Telephone Number

Mobile Number

Email address

## 1. Resident/former resident\* details *continued*

### Authorised representative

If this form is being completed by the resident's authorised representative, the representative's details should be included here.

Title	Given name	Family/Surname		
<input type="text"/>	<input type="text"/>	<input type="text"/>		
Address	Suburb	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Telephone Number	Mobile Number			
<input type="text"/>	<input type="text"/>			
Email address				
<input type="text"/>				
Relationship to resident				
<input type="text"/>				

## 2. Operator details

Name of retirement village

  
**Retirement village manager**  
Title Given name Family/Surname  
    
**Retirement village operator**  
Name of operator  
  
Address of retirement village Suburb State Postcode  
     
Phone number for village operator  
  
Email address for the village operator

### 3. Aged care provider details

Name of aged care provider

Address of aged care provider

Suburb

State

Postcode

Phone number for aged care provider

Have you (or the former resident) moved into an aged care facility?  Yes  No

a. If Yes, what date did you enter the aged care facility?  /  /

b. If No, what date are you going to enter the aged care facility?  /  /

### 4. Eligibility criteria

The aged care rule will apply to all present and future residents that are or will be registered interested holders whose village contract is in the form of a long-term registered lease which entitles them to at least 50 per cent of any capital gain. Unregistered interest holders and registered interest holders who own a lot in a strata scheme, company title and community title are excluded.

Are/were you a registered interest holder as described above?  Yes  No

Have you received a partial exit entitlement payment?  Yes  No

*If you have been paid part of your exit entitlement you are not eligible to apply for this accommodation payment provision.*

Has your retirement village property been sold?  Yes  No

Are you a couple residing in the same retirement village unit on the same contract?  Yes  No

a. If yes, are both residents transitioning to an aged care facility?  Yes  No  
*If one resident is staying in the retirement village and one resident is moving to aged care, you cannot access this provision. Both persons must be vacating the village.*

### 5. Financial details

What is the amount of each accommodation payment? \$

**Please attach a copy of the accommodation payment schedule provided by the Aged Care Provider.**

Are you requesting for one or more of the accommodation payments to be used out of your exit entitlement?

One payment  More than one payment

*You can request that the operator make one, or more payments to the Aged Care Provider.*

## 6. Declaration

I certify that the information provided on this form is correct.

Full name of resident/former resident/resident's authorised representative

Signature

Date (DD/MM/YYYY)

 /  / 

## How to lodge this form

Please do not return this form to NSW Fair Trading. Contact your village manager and ask them how to lodge this form with the village operator. You should also keep a copy of this form and a record of the date you provided this notice to the village operator.

## Important information

- There is no associated fee to lodge your application
  - Accommodation payment requests cannot be made by former residents who have entered an aged care facility before 1 January 2021. If you entered an aged care facility before this date you may be eligible to apply for an early exit entitlement payment order once the prescribed period has been satisfied. For more information about exit entitlements, visit NSW Fair Trading website
  - You should advise the aged care provider that you have submitted this application requesting that the village operator pay the accommodation payment
  - You must notify the operator immediately if you do not want the operator to continue making payment to the aged care provider, or if you do not enter the aged care facility as proposed.
  - An operator is not required to make a daily accommodation payment if the former resident;
    - becomes entitled to a payment under section 180 because the residential premises are sold
    - asks the operator to stop making the payment
    - passes away
    - has received 85% of the prescribed component of the former occupant's exit entitlement
    - does not enter the aged care facility
    - in other circumstances detailed in the regulations
- \* Former resident, referred to as a former occupant in the Act and Regulation, is someone that is a registered interest holder that has permanently vacated their village property.