

premises in **RENTAL BONDS**

Section 1 Locked Bag 9000, Grafton NSW 2460 Phone:133220 TTY: 1300 723 404

RENTAL BOND NUMBER										
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A Rental Bond Lodgement Form for the new premises must also be completed and attached to this form.

Alterations must be signed in full by all signatories to the form

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1	TRANSFER	RFROM							OFFICE USE ONLY
									Approved by
	Old Address								
		Amount of bond money cur	rently lodged	d with our offic	e	\$			
	Website: www.f	airtrading.nsw.gov.au							
2	REFUND D	ETAILS Any balance held l	Cheque No.s						
	Amount to b	e transferred from old addre							
	Refunds ar	efunds are made by Direct Deposit							
	If account details are not provided your		BSB No.		Branch Loca	ation			
	refund may be delayed	Account Name							
		Account No. (Credit card details NOT acc	ceptable)		Accoun	nt Type			
3	TENANT/S	First Name		Far	nily Name				
	1.								
	2.								
	3.								
	4.								HAVE
	New Address								YOU READ THE BACK OF THIS FORM ?
	(As shown on attached lodgement)	Postcode							
	Phone No.	Work ()		Home ()					
4	LANDLORE	D / MANAGING AGENT (of premises in section 1)	Lanc	llord Code / Age	ent ID No.				
	Name								
	Address								
		Postcode							
		Work Home							
	Phone No.	() ()							
5		APPROVAL							
	Signature of tenant/s						/	/	
	Signature of landlord/						/	/	
	managing agent of						/	/	

RENTAL BONDS

HOURS: 8.30am – 5.00pm Monday to Friday

TELEPHONE: Rental Bond Information:

133 220

Aboriginal Tenancy Information:

1800 500 330 **TTY:** 1300 723 404

WEBSITE: www.fairtrading.nsw.gov.au

HOW TO TRANSFER A BOND

It is the responsibility of the new landlord/managing agent to ensure the validity of any transfer.

All you need to do is:

- 1. Fully complete a Transfer of Bond form and ensure that all parties to the previous bond sign it.
- 2. Attach it to the Lodgement Form for the new bond.
- 3. Attach a cheque for the difference, if the new bond is more than the bond being transferred.

You can only transfer a bond if:

- The tenants registered for the current bond are all moving to the new tenancy.
- The bond to be transferred was fully paid by the tenants. ie. they did not receive any assistance from Housing NSW.
- The landlord or managing agent is not claiming part of the bond.

In all other cases, please complete a Claim for Refund of Bond Money form and lodge the new bond separately.

Disclosure of Information

Information provided on this form may be disclosed to lawfully authorised government agencies upon demand.

ENGLISH

If you have difficulty understanding English, contact the Telephone Interpreter Service on 131 450 and they will telephone Rental Bonds.

ARABIC

إذا كنت تجد صعوبة في فهم الإنكليزية، اتصلُّ بخدمة الترجمة الهاتفية على الرقم 450 131 للاتصال نيابة عنك بمكتب خدمات الإيجار.

CHINESE

如果您理解英語有困難的話,請致電 131 450 給電話傳譯員服務,他們會打電話給租賃服務 (Rental Bonds).

CROATIAN

Ako teško razumijete engleski, nazovite Telefonsku službu tumača na 131 450, koja će zatim nazvati Rental Bonds.

GREEK

Αν έχετε δυσχολίες με τα Αγγλικά, επικοινωνήστε με την Τηλεφωνική Υπηρεσία Διερμηνέων στον αριθμό 131 450 και εκείνοι θα τηλεφωνήσουν στις Υπηρεσίες Ενοικίασης (Rental Bonds).

ITALIAN

Se avete difficoltà a comprendere l'inglese, rivolgetevi al Servizio Traduzioni e Interpreti al numero 131 450 il quale a sua volta telefonerà al Rental Bonds.

MACEDONIAN

Ако имате тешкотии да го разберете англискиот јазик, јавете се во Телефонската служба на преведувачи на 131 450 и тие ќе телефонираат во Rental Bonds.

SERBIAN

Ако имате тешкоћа с разумевањем енглеског језика, обратите се Телефонској служби тумача на 131 450 и они ће назвати службу за изнајмљивање (Rental Bonds).

SPANISH

Si tiene dificultad para entender el inglés, llame al Servicio Telefónico de Intérpretes al 131 450 y ellos se comunicarán con Rental Bonds.

VIETNAMESE

Nếu quý-vị gặp khó-khăn khi đọc mà không hiểu tàiliệu viết bằng tiếng Anh, xin liên-lạc với Sở Thông-dịch qua Điện-thoại số 131 450 để nhờ nơi này gọi cho Rental Bonds.