**Summary of proofs for bond/compensation applications for rent arrears only (to be determined on the papers)**

|  |
| --- |
| APPLICATION DETAILS |
| **VCAT number: R202 /**\_\_\_\_\_\_\_\_\_\_\_\_\_  **Rental Provider/s :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Renter/s:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Address of rented premises:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Date occupation ended:** \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_  **Date of VCAT application:** \_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_ /\_\_\_\_\_\_\_\_\_  **If you applied for a bond repayment order more than 14 days after the renter/s occupation ended, are you applying for an extension of time to bring the application?**  Yes  No  **If Yes, what was the reason for the delay in making the application for bond?**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **When did you send the application to the renter/s?** \_\_\_\_\_ /\_\_\_\_\_ /\_\_\_\_\_\_  **How did you send it?**  Electronically  Registered post  Ordinary post  **Address/es sent to:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Evidence of sending the application to the renter is attached on page/s** \_\_\_­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  **Are you claiming?**  Bond Only  Bond and additional compensation for rent arrears  **Note:** If you believe you are claiming additional compensation check your initial VCAT application to ensure that (a) you paid a VCAT fee and (b) that your claim indicates you are claiming an amount that exceeds the bond. If you have not paid the fee or indicated that you are applying for bond and additional compensation for rent arrears on your application form, only the bond claim will proceed.  **Has the other party lodged a VCAT application against the rental provider that is awaiting a hearing?**  Yes - Reference number­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­ **R202 /**\_\_\_\_\_\_\_\_\_\_\_\_\_  No |
| **BOND DETAILS** |
| **How much is the bond?** **$** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Did Homes Victoria (formerly DOH) contribute to the bond?**  Yes  No  **If YES, how much of the bond was paid by Homes Victoria? $** \_\_\_\_\_\_\_\_\_\_\_\_\_  **What is the receipt number provided by the Residential Tenancies Bond Authority (RTBA)?**  **Receipt No:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Have you provided a copy of the RTBA receipt?**  No  Yes, attached on page \_\_\_\_  (Note: A copy of the bond receipt is required by the VCAT Rules for any claim related to the bond)  **Have you named all renters recorded on the bond receipt in your application?**   Yes  No |
| **PARTICULARS OF CLAIM** |
| **RENT ARREARS** |
| The renter/s occupation of the rented premises ended on­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_ /\_\_\_\_\_ /\_\_\_\_\_\_**.**  How did the rental agreement end?  warrant executed  renter/s returned keys  renter/s advised vacated  renter/s abandoned the premises and an order was made by the Tribunal.  The rent was $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per  calendar month  fortnight  week  The rent is paid up to and including \_\_\_\_\_ /\_\_\_\_\_ /\_\_\_\_\_\_ with $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on account.  The rent owing to the date the renter/s occupation ended is $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.  See rent ledger attached on pages \_\_\_\_ to \_\_\_\_\_\_. |
| **DECLARATION** |
| **By ticking the boxes below I declare that:**  I have sent a copy of my VCAT application to the renter/s.  I have ensured that all parties named on the bond, and those that were renters at the end of the rental agreement, are included in my application.  I will immediately send a copy of the VCAT Objection/Consent Form, this Summary of Proofs and all of the accompanying documentation to the renter/s to their last known email address/es (or postal address/es if no email provided by renter/s) as set out below.  **Address/es sent to:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  This form has been fully completed and I have attached all documents requested.  **This form is declared to be true and correct in all particulars by me.**  Name of person completing this form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Rental Provider  Agent  Signature of person completing this form: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Section 136 of the *Victorian Civil and Administrative Tribunal Act 1998* provides that a person must not knowingly give false or misleading information to VCAT. Penalties apply for a contravention of this provision.