

First Home Owner Grant

Checklist for Application

IMPORTANT INFORMATION

Application for the First Home Owner Grant may be made through an Approved First Home Owner Grant (FHOG) Participant or directly through RevenueSA.

There are over 50 financial institutions that have been authorised as First Home Owner Grant (FHOG) Participants to process First Home Owner Grant applications. Should you be obtaining finance through one of these financial institutions, you may apply directly through that financial institution and in doing so, the First Home Owner Grant will be made available to you at settlement. This may enable you to incorporate the Grant as part of your deposit or use the Grant to pay fees and charges associated with the purchase of your home. A list of these Participants is available from RevenueSA or may be viewed on our website.

If application is made through RevenueSA, payment will not be made until after settlement following proof of the documents being registered with the Lands Titles Office. A **Confirmation of Settlement and Lodgement form** is available from RevenueSA.

If you choose to make application through RevenueSA, please use the checklist below to ensure that you have supplied all the necessary documentation and information to avoid a delay in payment.

Checklist

- Have you completed all sections of the application in full?
- Have you supplied the correct details of the account into which you require the Grant to be paid?
- Have you included a copy of the Contract for Sale and Purchase of the home or, in the case of a new home, a copy of the building contract?
- Have you provided evidence of identity from Category 1, 2, 3 & 4?
A photocopy of this evidence for all applicants must be certified as true and correct by an authorised person. An authorised person includes, a JP, Bank Manager, Police Officer, Notary Public, Magistrate, Legal practitioner or Registered Conveyancer. A copy of the Proof of Identity checklist can be obtained at RevenueSA. Please be aware that this office will not accept faxed copies of this documentation.

If the above requirements are not received, your application will be considered incomplete and will be returned to you. This may result in a delay in payment of the Grant.

In addition, payment will not be made until you have:

- Provided proof of lodgement for registration with the Lands Titles Office. A **Confirmation of Settlement and Lodgement form** is available from RevenueSA and must be provided before payment will be made. If building a new home, you must supply proof of payment of the first progress payment to the builder.

Contact Details

Website: www.revenuesa.sa.gov.au
www.firsthome.gov.au

Phone: (08) 8226 3750
8.30 am – 5.00 pm
Monday – Friday

In person: RevenueSA
Assessing & Taxpayer Assistance
State Administration Centre
Ground Floor, 200 Victoria Square
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9.00am – 5.00 pm
Monday – Friday

Email: fhog.support@sa.gov.au

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