

Appeal Form

To assist SGCH in addressing your appeal, please provide the following information.

Name		
Address		
Telephone	(Home)	(Mobile)
Email		

Would you like SGCH to contact you whilst the investigation is undertaken? Yes No

Do you require an interpreter? No Yes, (Language) _____

Applicants (not yet living in an SGCH property)

T file Number/ARN _____

What is your appeal regarding? (Please tick)

- Tenancy reinstatement
- Waiting list closure
- Transfer declined
- Housing entitlement
- Reasonable offer
- Priority housing eligibility
- Mutual exchange
- Relocation for management purpose
- Housing eligibility
- Other _____

SGCH Tenants:

What is your appeal regarding? (Please tick)

- Transfer
- Tenant charges
- Modification to a property
- Relocation
- Water charges
- Home improvement for relocation
- Market rent
- Former tenant charges
- Upgrading property
- Rent arrears
- Under occupancy
- Repair and maintenance
- Rent subsidy
- Joint tenancies
- Mutual exchange of tenancies
- Pet(s)
- absence from property
- Succession of tenancies
- Use of premises
- Additional occupant(s)
- Other _____

Please provide information relating to your appeal. If insufficient space please attach additional pages.



Would you like another person to act as a representative on your behalf, or someone else to know the details of your review (for example, a support worker)?

Name of advocate _____ **Relationship/Agency** _____
Telephone _____ **Mobile** _____ **Email:** _____

Privacy notice

The information we collect from you, or from an authorised third party, may be held by SGCH and its subsidiaries (the SGCH Group) and used to deliver services and/or for purpose required or authorised by law. The SGCH Group may also use your information to assess, plan, coordinate or improve our services.

The SGCH Group may also disclose your information to third parties if you have consented to the disclosure, or if the disclosure is required or authorised by law. Information provided to the SGCH Group may be stored using an overseas data storage provider.

The SGCH Group has and will continue to comply with state and federal privacy legislation when collecting, using and managing your personal and/or sensitive information.

If you choose not to provide your personal and/or sensitive information to the SGCH Group, it may impair our ability to provide services to you.

Our *Privacy Policy* contains information about how you can access and/or correct your personal information along with how you can make a complaint in relation to breaches of privacy.

Our *Privacy Policy* and further information about privacy can be obtained from our website www.sgch.com.au or by contacting our office on 9585 1499 or by emailing <mailto:mprivacyofficer@sgch.com.au>.

Signed _____ **Date** _____

If the appeal is recorded by a SGCH employee, please complete the following section:

I verify the details I have recorded on this form are a true account of the details provided by the appellant

Signed: _____ **Date:** _____
Name: _____ **Position:** _____