**ACT GOVERNMENT COMMUNITY RENTAL ACCOMMODATION:
CHECKLIST FOR APPLICATIONS AND FOR SUBSTANTIAL
CHANGES TO EXISTING APPLICATIONS**

This checklist is to assist you or your organisation when applying to ACT Property Group for accommodation.

It provides a quick way of checking that you have completed your application correctly and have provided all of the required information to process your application. Please submit the checklist with your application for rental accommodation. Prior to completing your application and checklist, please read and refer to the 'Guidelines to complete an Application for ACT Government Community or other Tenancy Accommodation'.
This document is available on our website:
http://www.economicdevelopment.act.gov.au/act_property_group/leasing_government_property (note the underscore between property and group).

Full applicant and contact details: ☐

Association documents: ☐

Type of Organisation: ☐

Proposed use: ☐

Specific site requirements: ☐

Size requirements in square metres: ☐

Aware of Public Liability Insurance requirement ☐

Preferred locations ☐

Understanding and acceptance of
ACT Property Group cost recovery rental rate ☐

Any ACT or Federal Government funding received ☐

Name:
Signature:
Date: