HomeBuilder Grant Application Form and Lodgement Guide

The HomeBuilder Grant is administered by Revenue NSW, with funding provided by the Australian Government. The HomeBuilder Grant of $25,000 is available to eligible owner-occupiers who build a new home, substantially renovate an existing home or buy an off the plan home/new home.

The HomeBuilder Grant is only available to individual applicants and couples. If you are the only person listed on the certificate of title as the owner of the property, you must apply as an individual applicant. If there is more than one person listed on the certificate of title, they must jointly apply for the HomeBuilder Grant as a couple, provided they meet the definition of a “couple”. See below for an explanation of key terms.

You can receive the HomeBuilder Grant if you meet all eligibility criteria. If it is found that you received the HomeBuilder Grant but did not satisfy the eligibility criteria (including complying with any conditions under such criteria), you may be required to repay the grant.

Eligibility for HomeBuilder Grant

You may be eligible for the $25,000 Grant if between 4 June 2020 and 31 December 2020 (inclusive) you enter into:

- a comprehensive home building contract to build a new home as your principal place of residence where the property value (house and land) does not exceed $750,000 (inclusive of GST),
- a contract with a registered builder to substantially renovate your principal place of residence where the renovation contract is between $150,000 and $750,000 (inclusive of GST), and where the value of your existing house and land does not exceed $1.5 million. If you own a property (house and land) and demolish the house to rebuild, this is treated as a substantial renovation, subject to the same values.
- a contract to purchase an off the plan home/new home as your principal place of residence where the contract price does not exceed $750,000 (inclusive of GST) and construction had not commenced prior to 4 June 2020.

Construction must commence within 3 months of the contract date. Where commencement is delayed due to unforeseen factors outside the control of the parties to the contract, a maximum extension of an additional 3 months may be provided.

For off the plan home/new home contracts, construction can have commenced prior to the date of the sales contract, however not before 4 June 2020. You must also be registered on the certificate of title as the owner of the property by no later than 31 October 2022.

Each applicant must be:

- a natural person (not a company or trust)
- aged 18 years or older at the date of the contract and
- an Australian citizen at the date of the application

Applicant(s) must be below one of the following two income caps:

- $125,000 per annum for an individual based on either your 2018-19 or 2019-20 taxable income, as shown on your notice of assessment issued by the Australian Taxation Office or
- $200,000 per annum for a couple based on either your combined 2018-19 or 2019-20 taxable income, as shown on your notice of assessment issued by the Australian Taxation Office.

If you have entered into a contract on or after 4 June 2020 that replaces a contract made prior to 4 June 2020 to build the same or substantially similar home, you may not be eligible to receive the HomeBuilder Grant.
When to apply for the HomeBuilder Grant?
Applications must be received by no later than 31 December 2020.
You should apply for the HomeBuilder Grant once you have entered into an eligible HomeBuilder contract and have all supporting documentation. Part F of this form explains which supporting documents must be included with your application.

When will the HomeBuilder Grant be paid?
Once Revenue NSW is satisfied that you meet all the eligibility criteria, the timing of the payment of the Grant will depend on whether your application relates to:
- A new build – the Grant will be paid after foundations have been laid and the first progress payment has been made to the builder
- A substantial renovation – the Grant will be paid after construction has commenced and evidence is submitted showing payments of at least $150,000 of the contract price have been made to the builder
- An off the plan home/new home contract – the Grant will be paid after evidence is submitted showing that the property has been registered in your name on the certificate of title. You must be registered on the certificate of title as the owner of the property by no later than 31 October 2022.

How to apply for the HomeBuilder Grant?
Applications for HomeBuilder are to be lodged via the online portal which will be available shortly.
Explanation of Key Terms

Applicant(s)
Each person whose name is or will be on the certificate of title must be an applicant for the grant.
The HomeBuilder Grant is only available to individual applicants and couples. If you are the only person listed
on the certificate of title as the owner of the property, you must apply as an individual applicant. If there is more
than one person listed on the certificate of title, they must apply jointly as a couple, provided they meet the
definition of a couple in the relevant State or Territory.

Arm's Length
This means the contract must be made by two parties acting freely and independently of each other, and without
offering favour as a result of some special relationship, such as being related to one another. The terms of the contract
should be commercially reasonable, and the contract price should not be inflated compared to the fair market price.

Australian Citizen
All applicant(s) must be Australian citizens

Commencement of Construction
In relation to a new home, commencement of construction means the commencement of excavation and site
preparation works.
In relation to a substantial renovation, commencement of construction is when works under the renovation
contract commence.
In relation to an off the plan purchase, commencement of construction means the commencement of excavation
and site preparation works.

Couple
Two people that are legally married, in a registered domestic relationship, or living as a couple on a genuine
domestic basis, excluding people related to each other, i.e. siblings.

Contract to Build
A comprehensive building contract where a builder agrees to build a home, from commencement to completion
of construction so that it is ready for occupation

Income Cap
$125,000 per annum for an individual or $200,000 per annum for a couple based on either the 2018-19 or 2019-
20 taxable income

New Home
A contract for the purchase of a home that has not previously been sold or occupied as a place of residence and
where construction commenced on or after 4 June 2020

Off the Plan
A contract for the purchase of a home on a proposed lot in an unregistered plan of a subdivision of land, i.e. the
purchase of a unit before it is built or before the strata plan is registered, and where construction commenced on
or after 4 June 2020

Owner
The person or person(s) listed on the certificate of title of the freehold property.

Partner
A person is a partner of another if they are in a registered domestic relationship or living as a couple on a
genuine domestic basis.

Principal Place of Residence
The home you primarily reside in.

Spouse
A person is a spouse of another if they are legally married to each other.

Substantial Renovation
The renovation substantially alters the existing dwelling and improves the accessibility or safety or liveability of
the property.
If you own a property (house & land) and knock the house down to rebuild this will be counted as a substantial
renovation
Examples of renovation work that does not qualify includes, standalone granny flats, swimming pools, tennis courts,
and structures that are not connected to the property (i.e. outdoor spas, saunas, sheds or standalone garages)

Value
In relation to a new build, off the plan home/new home the value of the property (i.e. house and land) cannot
exceed $750,000 (inclusive of GST)
In relation to a substantial renovation the value of the home (i.e. house and land) prior to renovation cannot
exceed $1.5 million
# HomeBuilder Grant Application Form

## Part A – Applicant Eligibility

All applicants must be considered when answering eligibility questions

<table>
<thead>
<tr>
<th>Eligibility Criteria</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Are you or will you be the sole owner of the property, as listed on the certificate of title?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2. Are you or will you be a joint owner of the property with your spouse/partner, as listed on the certificate of title?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3. Is each applicant a natural person (not a company or trust)?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4. As at the date of the contract was each applicant aged 18 years or older?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>5. As at the date of the application was each applicant an Australian Citizen?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>6. Does each applicant meet one of the following two income caps?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>▪ If applying as an individual applicant, your taxable income for either the 2018-19 or 2019-20 financial year, is below $125,000?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>▪ If applying as a couple, your combined taxable income for either the 2018-19 or 2019-20 financial year, is below $200,000?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>7. Has each applicant entered into a contract between 4 June 2020 and 31 December 2020 (inclusive) in respect of?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>▪ a comprehensive home building contract to build a new home as your principal place of residence where the value (house and land) does not exceed $750,000 (inclusive of GST) or</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>▪ a contract with a registered builder to substantially renovate your principal place of residence where the renovation contract is between $150,000 and $750,000 (inclusive of GST), and where the property value of your existing house and land does not exceed $1.5 million or</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>▪ a contract to purchase an off the plan home/new home as your principal place of residence where the contract price does not exceed $750,000 (inclusive of GST) and construction had not commenced prior to 4 June 2020.</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>8. Will each applicant live in the home as their principal place of residence for a continuous period of at least 6 months on completion of construction, renovation or settlement?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>9. Is this the first time each applicant(s) will receive the HomeBuilder Grant in relation to any property owned individually or jointly with another person in any Australian State or Territory?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>10. Is this the first time an application for the HomeBuilder Grant has been made in relation to the home that is the subject of this application?</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>11. Did each applicant(s) enter into the contract on an arm’s length basis?</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>
### Part B – Applicant Details

All persons who are or will be registered owners on the certificate of title must be applicants for the Grant.

<table>
<thead>
<tr>
<th>Applicant Details</th>
<th>Applicant 1</th>
<th>Applicant 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle Name(s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Family Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td>DD/MM/YYYY</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>Have you ever used any name other than the name(s) declared above</td>
<td>Yes (list name(s) below)</td>
<td>No</td>
</tr>
</tbody>
</table>

#### Current Residential Address

<table>
<thead>
<tr>
<th>Unit No</th>
<th>Street No</th>
<th>Street Name</th>
<th>Suburb</th>
<th>State</th>
<th>Postcode</th>
<th>Email (mandatory)</th>
<th>Phone (mandatory)</th>
</tr>
</thead>
</table>

### Part C – Details of the Grant Property

#### Land ID Details

<table>
<thead>
<tr>
<th>Lot or Volume</th>
<th>DP/SP or Folio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit/Street No.</td>
<td>Lot No. (only if no street no. allocated)</td>
</tr>
<tr>
<td>Street Name</td>
<td></td>
</tr>
<tr>
<td>Suburb</td>
<td>State</td>
</tr>
</tbody>
</table>
# Contract Details

What type of eligible contract has been entered into?

- [ ] A comprehensive home building contract to build a new home – complete section C1
- [ ] A substantial renovation contract – complete section C2
- [ ] An off the plan home/new home contract - Complete section C3

## C1 - Building a new home

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On what date was the comprehensive home building contract signed?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>What is the total value of the comprehensive home building contract?</td>
<td>$</td>
</tr>
<tr>
<td>What is the value of the vacant land the home will be built on?</td>
<td>$</td>
</tr>
<tr>
<td>On what date did, or will, construction commence?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>Has the first progress payment under the building contract been made to the builder?</td>
<td>Yes  No</td>
</tr>
<tr>
<td>Builder’s name</td>
<td></td>
</tr>
<tr>
<td>Builder’s registration/licence number</td>
<td></td>
</tr>
</tbody>
</table>

## C2 - Substantial Renovation

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On what date was the renovation contract signed?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>What is the total value of the renovation contract?</td>
<td>$</td>
</tr>
<tr>
<td>What was the total value of your existing property (house and land)</td>
<td>$</td>
</tr>
<tr>
<td>On what date did, or will, construction commence?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>Has at least $150,000 of the contract price been paid to the builder?</td>
<td>Yes  No</td>
</tr>
<tr>
<td>Builder’s name</td>
<td></td>
</tr>
<tr>
<td>Builder’s registration/licence number</td>
<td></td>
</tr>
</tbody>
</table>

## C3 - Off the plan home/new home

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On what date was the sales contract signed?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>What is the total value of the property under the sales contract?</td>
<td>$</td>
</tr>
<tr>
<td>On what date did, or will, construction commence?</td>
<td>DD/MM/YYYY</td>
</tr>
<tr>
<td>Are you or will you be registered on the certificate of title as the owner of the property by 31 October 2022?</td>
<td>Yes  No</td>
</tr>
<tr>
<td>Builder’s name</td>
<td></td>
</tr>
<tr>
<td>Builder’s registration/licence number</td>
<td></td>
</tr>
</tbody>
</table>
Part D – Payment Details
The grant will be paid into the applicant(s) nominated bank account. This must be an Australian cheque or savings account.

<table>
<thead>
<tr>
<th>Name of financial institution and branch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account name (e.g. John &amp; Jan Citizen)</td>
</tr>
<tr>
<td>BSB number _______ - _______  Account number _______ _______ _______ _______</td>
</tr>
</tbody>
</table>

Part E – Declaration by Applicant(s)

<table>
<thead>
<tr>
<th>Applicant 1</th>
<th>Applicant 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ I declare</td>
<td>☐ I declare</td>
</tr>
</tbody>
</table>

- I have read, understand and agree to the conditions of this grant.
- All information disclosed in this application is true, complete and correct.
- I am aware that I can only receive one Grant and I have not made and will not make, individually or jointly, any other applications for the Grant in relation to any other home in any Australian State or Territory.
- No other application for the Grant has been or will be made in relation to the home that is the subject of this application.
- I understand that providing false or misleading information to Revenue NSW is an offence. If it is determined that I have provided false and misleading information to obtain, or attempt to obtain the grant, prosecution action may be undertaken, and penalties may apply.
- I understand that if it is found that I received the HomeBuilder Grant but did not satisfy the eligibility criteria (including complying with any conditions under such criteria), I may be required to repay the grant.
- I consent for the HomeBuilder Grant to be paid to the nominated account.
- I understand Revenue NSW will access and exchange information about me to verify my eligibility for the HomeBuilder grant with other State, Territory and Australian Government agencies, document issuing authorities and commercial organisations as permitted by law.
- I give consent Revenue NSW to provide information in relation to my application to the Australian Government upon their request.

<table>
<thead>
<tr>
<th>Applicant 1</th>
<th>Applicant 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Name</td>
<td>Full Name</td>
</tr>
<tr>
<td>Date</td>
<td>Date</td>
</tr>
</tbody>
</table>

DD/MM/YYYY

Part F - Supporting Documentation

If you are building a new home
☐ Copy of the certificate of title for the property
☐ Copy of the comprehensive home building contract signed between 4 June 2020 and 31 December 2020
☐ Copy of the front & execution pages of the contract of sale for land if less than 12 months from date of this application. If more than 12 months a copy of valuation undertaken by a bank or licenced independent valuer
☐ Copy of birth certificate or Australian Citizenship certificate or current Australian passport
☐ Evidence of a change of name (e.g. change of name certificate, statutory declaration) is required if the name on any of the documents presented is different to the name of the applicant
☐ Copy of either the 2018-19 or 2019-20 Notice of Assessment issued by the Australian Taxation Office for each applicant, or evidence of nil tax return or non-lodgement advice if not required to lodge a tax return. You should remove or block out your Tax File Number (TFN)
☐ Evidence showing that foundations have been laid and copies of both invoice/s & receipt/s showing that first progress payment has been made to the builder under the contract
Evidence of construction commencement (copy of the notice of commencement as required under the
Environmental Planning & Assessment Act 1979)

If applicable, a statement confirming reasons for the delays in construction commencement, with supporting
evidence.

If you are renovating your existing home

☐ Copy of the certificate of title for the property
☐ Copy of the building contract for substantial renovations signed between 4 June 2020 and 31 December 2020
☐ Copy of birth certificate or Australian Citizenship certificate or current Australian passport
☐ Evidence of a change of name (e.g. change of name certificate, statutory declaration) is required if the name on
any of the documents presented is different to the name of the applicant
☐ Copy of either the 2018-19 or 2019-20 Notice of Assessment issued by the Australian Taxation Office for each
applicant, or evidence of nil tax return or non-lodgement advice if not required to lodge a tax return. You should
remove or block out your Tax File Number (TFN)
☐ Copy of valuation from bank or licenced independent valuer to show the value of the property (house and land)
within the three months before commencement of renovation
☐ Evidence of construction commencement, including first invoice issued for work carried out under the renovation
contract and receipt/s to show that $150,000 has been paid to the builder
☐ If applicable, a statement confirming reasons for the delays in construction commencement, with supporting
evidence.

If you are buying an off the plan home/new home

☐ Copy of the certificate of title for the property
☐ Copy of the front & execution pages of the sales contract for the purchase of an off the plan home/new home
signed between 4 June 2020 and 31 December 2020
☐ Copy of birth certificate or Australian Citizenship certificate or current Australian passport
☐ Evidence of a change of name (e.g. change of name certificate, statutory declaration) is required if the name on
any of the documents presented is different to the name of the applicant
☐ Copy of either the 2018-19 or 2019-20 Notice of Assessment issued by the Australian Taxation Office for each
applicant, or evidence of nil tax return or non-lodgement advice if not required to lodge a tax return. You should
remove or block out your Tax File Number (TFN)
☐ Evidence of construction commencement (copy of the notice of commencement as required under the
Environmental Planning & Assessment Act 1979)
☐ If applicable, a statement confirming reasons for the delays in construction commencement, with supporting
evidence.

Privacy statement
Information collected from you on this form is required by Revenue NSW to determine if you have a liability or entitlement.
The information may be provided to third parties with your consent or as required or permitted by law. Revenue NSW will
correct or update your personal information at your request. Read more about privacy at www.revenue.nsw.gov.au

Contact details
☎ 1300 130 624* (Monday – Friday, 8.30 am – 5.00 pm)  *Interstate clients please call (02) 7808 6200
✉ www.revenue.nsw.gov.au  ✉ Home.Builder@revenue.nsw.gov.au ❓ Help in community languages is available