



DVA File No. (if known)

**Privacy notice**

Your personal information is protected by law, including the *Privacy Act 1988*. Your personal information may be collected by the Department of Veterans' Affairs (DVA) for the delivery of government programs for war veterans, members of the Australian Defence Force, members of the Australian Federal Police and their dependants.

[Read more: How DVA manages personal information](#)

**In case pages of this form become separated, please place your name on top of each page.**

Please write in BLOCK LETTERS using a blue or black pen (not pencil).

**Your details**

1. Your surname

2. Your given name(s)

3. What type of property do you have?

Vacant land

House

Town-house

Self-contained flat (part of or attached to house)

Unit/flat

Retail premises

Commercial premises

Industrial premises

Overseas property

Home property 2 hectares (5 acres) or less on more than one title

Other

4. What is the address of your property (other than your residence)?

Unit/Flat number

House number and street

Town/suburb

Postcode

5. Is your home property held on more than one title?

No

Yes

- Please attach copies of your title deeds (if you have them) and/or your latest rates notices for our records.

6. What is the legal description of your land (e.g. lot, section, parish etc.)? - these details can be found on the rates notice for the property.

  


7. What is the share of ownership?

Self  % owned

Partner  % owned

Others  % owned

8. Names of other owners

**Note:** If the property is owned wholly or partly by a private trust or private company in which you have an involvement, please complete:

- form D0601 for a private trust(s); or
- form D0600 for private companies

**Office Use Only:**

If private trust or private company involvement refer the case to the Trusts and Companies Review Team

**9. What is the area/dimensions of your land** *(this information can be found on the rates notice)?*

Area in hectares

OR

Area in acres

OR

Dimensions

**10. Is the property occupied?**

No  - When do you expect it to be occupied?

/  /

Yes

**11. Do you receive income from the property?**

No

Yes  - What is the gross weekly amount?

\$

What is the annual expense?

\$

**12. What is the estimated value of any of the following items that you have?**

Whole property including land and building or self-contained flat \$

Your home building and up to 2 hectares surrounding area if you live on the property \$

Furniture and fittings (net value) \$

**13. Is the property mortgaged?**

No

Yes  - How much do you owe?

\$

Who is the property mortgaged to?

Address

.....  
Postcode

Telephone number

(  )

**14. Please give the following details for any building on the property**

What is the floor area (approx.)  sq/mtrs Age of building  Years

**Type of construction**

Exterior (e.g. brick, timber)  Interior (e.g. lined, not lined)

Roof (e.g. iron, tiles)  General condition

No. of flats/units (if applicable)  For residential buildings include No. of bedrooms

Major site improvements (e.g. swimming pools etc.)

**Authority to inspect the property**

(your full name)

I , hereby authorise DVA's licensed valuer to enter and inspect the property situated at

(address of location)

Postcode

for the purposes of a valuation in relation to the *Social Security (Administration) Act 1999* and the *Veterans' Entitlements Act 1986*.

I understand that if the property to be inspected is not occupied by the owner, it is my responsibility to give the actual occupant reasonable notice, or such notice as is required by agreement, of the possible inspection.

This authorisation does not permit the valuer to enter the home of the tenant, or any dwelling that the tenant may own, during the inspection, unless invited to do so.

I further understand that DVA's licensed valuer will contact the person noted below, to arrange a mutually convenient time for any necessary inspection of the property.

**Your signature**

Person to be contacted by the valuer

Their daytime phone number

(  )

**Declaration**

I declare that the information I have given in this form is complete and correct.

**Giving false or misleading information is a serious offence.**

**Your signature**

**Important**

**Please provide the following:**

- A copy of your last income tax return including any partnership account balance, depreciation list and profit and loss statements.
- Latest rates notices for all property held.
- Confirmation of all debts related to the property (e.g. copy of mortgage statement).

**Why is a valuation required?**

The social security law and the *Veterans' Entitlements Act 1986* requires that the value of assets (e.g. property, shares in a company, units in a trust) is included when calculating the amount of pension, benefit or allowance payable.

**How is the value of a property decided?**

The value of real estate is its current market value, less any allowable debts on the property. The 'current market value' is the price the owner could expect to receive if the property was sold.

**What happens if there is no permission to inspect the property?**

If the value of the property is likely to affect a person's entitlement to social security/DVA payments or the rate of payment, but no permission to value is provided, the person's payment may not be granted or payment may be stopped.