

Home Repairs & Maintenance Policy

Relief of Poverty and Advancement of Social Welfare

Provides each registered beneficiary with financial assistance to assist with the costs associated with only the repair and/or maintenance of their registered principal place of residence, includes skip bins and garden maintenance. This also includes furniture removal & storage and any protective clothing required while doing these works.

BENEFICIARY INFORMATION

Application Date:	Date of Birth:	
Full Name:	Suffix: <input type="checkbox"/> Junior <input type="checkbox"/> Senior	
Street Address:		
City / Suburb:	State:	Postcode:
Email:	Phone:	
<input type="checkbox"/> Please tick if the phone number provided is a new number and you would like us to update your contact details		

PROPERTY DETAILS

Note: Principle Residence is defined as your home address as per the Register of Beneficiaries.

Street Address:		
City / Suburb:	State:	Postcode:

REPAIRS / MAINTENANCE DETAILS

Funds requested:	\$.....	Maximum \$5,000 per beneficiary per financial year
Details of repairs or maintenance services:		
.....		
.....		

Have you already paid the bill? Yes No

If **'yes'** please provide:

1. A Receipt showing that the premium has been paid, and
2. Bank statement / Remittance / Pay slip showing the funds were paid from your bank account / were deducted from your salary.

If **'no'** please provide:

1. An invoice from the supplier showing the amount owed.
2. Bank / BPay details of the supplier – details should be included on the supplier Bill.

Applications will NOT be processed until supporting documentation and supplier payment details are received.

I am not claiming benefits from another source for this expense (e.g. Plan B / AET, Gumala, IBN, employer or Government Agency)

I understand that my application will be processed by the Trustee (Mutual Trust) within **FIVE (5) business days once all required supporting documentation has been received.**

Beneficiary Signature: Date: / /

NOTE: Please keep a record of your receipts as you may be asked to account for how these funds were spent as per the Yinhawangka Charitable Trust Deed.

Please send completed forms and supporting documents to Mutual Trust by:

Fax: (08) 9230 7701 Email: perthadmin@mutualtrust.com.au

Mail: Mutual Trust, PO Box 307, CLAREMONT WA 6910

If you have any queries, please contact us on (08) 9230 7700