



# FINANCIAL HARDSHIP APPLICATION FORM

MORNINGTON  
PENINSULA  
Shire

2024/2025 Financial hardship for rate relief pursuant to Sections 3(1), 171/171A/171B of the *Local Government Act 1989* will be considered by Council on the basis of individual merit (primary residence only).

Please be aware: This application is **not** valid for investment properties or those rated as commercial, industrial, or vacant land.

Property details	
Property number	
Property address	

Owner(s) details			
Name owner 1			Date of birth
Contact phone number	(H)	(B)	(M)
Email address			
Occupation			
Postal address (if different to property address)			
Mailing address (If different to residential)			
Name owner 2			Date of birth
Contact phone number	(H)	(B)	(M)
Email address			
Occupation			
Dependants (living with you)	<input type="checkbox"/> Yes (if yes, provide number and age of dependants?) <input type="checkbox"/> No No. _____ Ages: _____ (if over 18 years, provide details of circumstance) _____ _____		
Status	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> De facto <input type="checkbox"/> Widow/Widower <input type="checkbox"/> Divorced/Separated If your spouse is not on the Title, please complete the next section		
Spouse /De facto (if not on title)	Name: _____ Address: _____		
Pensioner	<input type="checkbox"/> Yes (if yes, what type of pension?) type: _____ <input type="checkbox"/> No		
Reason for Hardship Application * For example:	<ul style="list-style-type: none"> <li>You became ill and can't earn an income</li> <li>You lost your job</li> <li>You had a family breakdown</li> <li>You have unexpected expenses</li> <li>Other (please describe)</li> </ul> _____ _____ _____ _____		



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<b>Assets</b> (provide dollar value and details)		<b>Details</b>
Property (this property)	\$	
Investment property/land	\$	
Bank deposits (Total Value incl. Banks, Building Societies & Credit Unions)	\$	
Motor vehicle(s)	\$	
Shares (total value)	\$	
Other investments	\$	

<b>Income</b> (total Monthly Income)	
From Salary (after tax)	\$
From Pension type: _____	\$
From Property asset (rent or board)	\$
From Bank interest	\$
From other investments (includes share dividends)	\$
From Superannuation	\$
From other sources (provide details)	\$

<b>Expenses</b> (total Monthly Expense)	
Mortgage payments – including documentation *see Note on page 3	\$
Credit cards/store cards	\$
Annual Council rates (for all properties owned)	\$
Water rates	\$
Utilities (i.e., gas, electricity etc.)	\$
Phone and internet charges	\$
Groceries (food, alcohol etc.)	\$
Insurance: house, car, health	\$
Loans: personal/car	\$
Medical expenses (doctor /specialist/pharmacy etc.)	\$
Other (i.e., school fees, clothing, leisure etc)	\$

<b>Liabilities</b> (provide the dollar value of what, if any, is owing as of today for the following)	
Mortgage (on this property)	\$
Mortgage (investment property/land)	\$
Balance of credit/store cards	\$
Personal loans	\$
Other, detail	\$



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## Declaration

I / We have owned the property since (date of purchase): \_\_\_\_\_

I / We acknowledge that by signing this document, the information provided in support of my application is true and correct.

Owner 1 signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner 2 signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: \* Please provide documentation to support your Hardship Application, such as:**

- Mortgage statements
- Superannuation statement
- Your most recent tax return
- Any other documentation which demonstrates income and expenditure for the property.
- Bank statements for each account (savings, cheque, credit cards)
- All utility bills (water, gas, electricity, phone, internet)
- Payslips (for the last three consecutive pays-when working)

*In some circumstances, Council may contact you to organise a mutually convenient time and day to meet to discuss your application.*

### Completed Hardship Applications can be:

**By email:** [debtmanagement@mornpen.vic.gov.au](mailto:debtmanagement@mornpen.vic.gov.au)

**By post:** Revenue  
Mornington Peninsula Shire  
Private Bag 1000  
ROSEBUD VIC 3939

**By hand:** To any Shire Office: Rosebud, Mornington, Hastings, and Somerville Library

### Privacy Statement

*The information on this form is being collected by the Mornington Peninsula Shire and its authorised contractors in accordance with its Privacy Policy, the Privacy and Data Protection Act 2014 and the Health Records Act 2001 for the purpose of considering hardship status.*

*You may access personal information you have provided to the Shire and make corrections by contacting the Shire's Privacy Officer [privacy@mornpen.vic.gov.au](mailto:privacy@mornpen.vic.gov.au). The Shire will only use this information for the purpose it was collected and may use it for a secondary, related purpose that could be reasonably expected.*

### OFFICE USE ONLY:

Date application received:		Date application processed:	
Officer initials:		TL initials:	
		CFO initials:	