

Temporary accommodation relating to relocation declaration

**Sections A and D of the form must be completed
plus either of Sections B and C**

Section A

I, _____
(name)

declare that for the purpose of commencing employment with

(name of employer)

at

(locality/address of employer)

that I commenced sustained efforts to acquire a long term place of residence on _____ 20_____; and
(date search-period commenced)

(complete either Section B or Section C, whichever is applicable, where a period in excess of four months has elapsed since the search commenced)

Section B

If the employee did not have a proprietary interest in their former residence:

(Where the unit of accommodation is occupied on a date subsequent to completion of the initial four month search period but prior to six months after commencement of the initial search period)

I entered into a contract to permanently occupy a unit of accommodation on _____ 20_____;
(date)

and commenced occupation (on a date subsequent to the completion of the initial four month search period but prior to six months after the commencement of the initial search period) of the unit of accommodation on _____ 20_____; **or**
(date)

(Where the employee is unable to locate a suitable permanent unit of accommodation after six months from the commencement of the initial search period:)

As at _____ 20_____ despite sustained efforts,
(date six months from the commencement of the initial search period)

I have been unable to locate a suitable permanent unit of accommodation;

or

Section C

If the employee held a proprietary interest in their former residence:

I entered into a contract to sell my former residence on _____
20____ and;
(date within six months of the commencement of the initial search-period)

Either (indicate whichever is appropriate):

commenced occupation of a unit of accommodation on _____ 20____
(date)

- which I intend to occupy as my new long term residence; **or**
- despite sustained efforts, I have been unable to locate suitable long term accommodation within a period of 12 months from when my initial search commenced.

Section D

Temporary accommodation at _____
(address)

Was required for the period _____ 20____ to _____ 20____
(date) (date)

solely because I was required to change my usual place of residence in order to perform the duties of my employment.

Signature_____

Date_____