



SOCIAL HOUSING REGULATORY AUTHORITY
(“The SHRA”)

Residential Rent Relief Application Form

Social Housing Tenants



SOCIAL HOUSING REGULATORY AUTHORITY

FORM 1B: RESIDENTIAL RENT RELIEF APPLICATION FORM

To be completed by social housing tenant(s)

PART A: PERSONAL DETAILS OF TENANT/S								
A "Spouse" is defined as a Husband, Wife or Long-Term Partner								
Applicant				Spouse/ Partner				
Surname								
Name								
Marital Status								
ID number/ Passport Number								
Occupation								
Address								
Email address								
Contact #								
Gender	Male		Female		Male		Female	
Race	Black		White		Black		White	
	Indian		Coloured		Indian		Coloured	
If other gender or race please specify:								
Disability	Yes			No				
Youth (<i>under 35 years</i>)	Yes			No				

RENT RELIEF GRANT APPLICATION FORM FOR SOCIAL HOUSING TENANTS

Dependents (these are people/ family members who live with you in the unit and rely on the applicant for financial support)													
Surname	Initials	ID number/ Passport Number											
No of Dependents: Employed		No of Dependents that are Students											
No of Dependents that are Elderly/Pensioners (60 years and older)		No of Dependents that have a disability											
Other (e.g. military veterans etc.): Specify													

PART B: QUALIFICATION QUESTIONS			
Are you a South African citizen?	Yes		No
Do you currently own a house?	Yes		No
Are you currently renting space for residential use?	Yes		No
How much was your monthly rental between March 2020 and September 2020?			
Are you currently employed?	Yes		No
If not employed, what is your source of income?			
Is your partner/ spouse or any other member of the household currently employed?	Yes		No
If partner/ spouse or any other member of the household is unemployed, do they have any other source of income? Please explain			
What is your combined household income per month?			
Were you employed before March 2020?	Yes		No
If yes, please provide name of employer			
Were your rent payments up to date as at 30 March 2020?	Yes		No
Was your income significantly reduced by at least 50% during the lockdown? (Attach proof)			
Did COVID 19 negatively affect your financial state?	Yes		No

RENT RELIEF GRANT APPLICATION FORM FOR SOCIAL HOUSING TENANTS

If so, please explain details of how COVID 19 affected your financial state

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SECTION C: MONTHLY INCOME INFORMATION

	Applicant	Partner/ Spouse	Other Household members
Basic/ Gross Monthly Income			
Other sources of income			
Regular periodical allowances			
Commission received (12 months average)			
Housing Allowance Payable (Loan Interest Subsidy)			
Pension or Disability Grant/ Child support			
TOTAL INCOME			

PART D: CONSENT AND DECLARATION (TENANT/S)

I/ We, the undersigned (full names)

..... consent and authorise SHRA and its representatives to verify this information and all supporting documents relating to this application.

I/We, the undersigned, do hereby solemnly / under oath declare:

1. That all the information contained in this application form is true and correct and that all material facts have been disclosed therein;
2. That we are married to each other / habitually cohabit with each other as if we are husband and wife;
3. That neither of us currently owns any residential property in full ownership, leasehold, or deed of grant;
4. That the information supplied regarding dependents, are correct;
5. That all details given in this application form regarding us, our income, lease amount and details and employment status are true and correct.
6. That we are aware that if any information supplied by us in this application and the supporting documents that must be included are incorrect or fraudulent, it may result in legal action and/ or a criminal prosecution against us.

Signature of applicant

Signature of partner/ spouse

.....

.....

Date

Date

.....

.....

Checklist for tenant applications (ensure that the following documents are provided to the landlord)

DOCUMENTS REQUIRED	Yes/ No
Certified copy of R.S.A. Bar Coded Identity Document (Applicant)	
Certified copy of Permanent Residence Permit (Bar coded permit), if applicable	
Certified copies of bar-coded identity documents of all persons who are claimed as part of the household	
Certified copies of birth certificates, bearing the thirteen-digit identity number for child members of household who do not have bar coded identity documents	
Signed copy of lease agreement, (signed by all parties) or Affidavits of both landlord and tenant specifying particulars of lease agreement and in the case of verbal lease agreement email records will suffice.	
Proof of tenants' income: Three months' Salary slips as at 30 March 2020.	
Letter from employer stating change in income/ Proof of loss of income due to the COVID-19 lockdown.	
If unemployed, provide letter from Department of Labour confirming unemployment status,	
Certified copy of proof of Monthly Income of all other members of tenants' Household	
If self-employed, an affidavit plus six months bank statements for the business account	
Statement of rental account as at 31 March 2020	
Proof of payment plan/ payment arrangements made with landlord	
6 Bank statement personal bank statement for the tenant and the spouse and or employed dependents (April 2020 – September 2020)	

