

Bond Policy

Version No.:	6.0
Version date:	May 2021
Review date:	May 2024
Policy owner:	Director Housing and Homelessness

1 Purpose

The purpose of this policy is to provide an overview of Unison’s requirement of a bond to be paid for all self-contained Social and Affordable tenancies.

2 Scope

This policy applies to all long-term renters in self-contained social or affordable housing.

3 Policy Statement

Principles

- 3.1 Requiring renters to pay a bond on our social and affordable tenancies helps to cover potential financial losses from nonpayment of rent and renter damage.
- 3.2 Unison will take a bond from renters at the beginning of each tenancy to be held until the end of that tenancy. Bonds will be lodged with the Residential Tenancies Bond Authority.
- 3.3 At the end of the tenancy, Unison will undertake a final inspection and, where there are rental arrears or renter damage, pursue compensation as per the requirements of the *Residential Tenancies Act 1997* and the Victorian Civil and Administrative Tribunal.

Application

Bond Applications

- 3.4 For social and affordable housing, the bond is calculated at four (4) weeks of the weekly rent that the renter would be required to pay.
- 3.5 For any self-contained rooming house accommodation, the bond is calculated at two (2) weeks of the weekly rent that the renter would be required to pay.
- 3.6 Where renter’s require financial assistance to pay the bond, Unison will assist prospective renters to apply for a Department of Families, Fairness, and Housing (DFFH) Bond Loan.

Bond Loan Ineligibility

- 3.7 If a client is unable to provide a bond and is ineligible for a DFFH bond loan, Unison will aim to work with the client to facilitate the commencement of their tenancy.
- 3.8 Unison will assist in a way that is:
 - a flexible and responsive to individual needs

- b** within the capacity of the service
- c** non-discriminatory and non-judgmental

4 Review of policy

This policy will be reviewed every three years as delegated by the responsible Executive.