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Form 6

# Change of Shared Bond Arrangement

Residential Tenancies and Rooming Accommodation Act 2008

**Purpose of this form** – this form is used when a tenancy is continuing and there is a change involving tenants who own the bond. It is **NOT** to be used where one tenancy ends and **ALL** different tenants start a new tenancy. This form allows the RTA to keep accurate records about who 'owns' the bond, and who should receive a refund at the end of the tenancy.

**If there is a bond loan involved, the tenant/s must contact Queensland Department of Communities (Housing and Homelessness Services) to approve the change.**

**Form completed by** – the form is completed and signed by the previous tenant/s, the new tenant/s and the lessor/agent.

**Paying out the bond** – at the same time as the form is completed, the new/incoming tenant/s should 'pay out' the previous/outgoing tenant/s their share of the bond.

**The next step** – the form is lodged with the RTA by the new tenant/s or the lessor/agent.

Rental Bond Number

1 Enter the Rental Bond Number in the box at the top of the form

2 What is the address of the rental premises?

.....

Postcode

3 What are the names of tenant/s **currently** registered as bond contributors with the RTA?

Tenant/s last name	First name/s	Signature	Contact number	Amount contributed
1.				\$
2.				\$
3.				\$

4 What are the names of **ALL** tenants **to be registered** as bond contributors with the RTA (include currently registered tenant/s who is/are continuing the tenancy) and what amount has been contributed to the bond by **all** tenants listed?

Tenant/s last name	First name/s	Signature	Contact number	Amount contributed
1.				\$
2.				\$
3.				\$

5 What are the lessor/agent's details?

Name

Address

.....

Postcode

Phone number (B/H)

Phone number (A/H)

Lessor/agent's signature

Date

/ /

The collection of information on this form is authorised by both the Residential Tenancies and Rooming Accommodation Act 2008 (the Act) and Queensland Government Information Standard No 42 (Privacy), and may be used by the RTA for purposes authorised or permitted by the Act. Limited personal information may be disclosed to the Tribunal. Non-identifying rental industry statistical information is regularly released to interested parties. Unless authorised or required by law the RTA will not disclose your personal information to any other third party without your consent.

**Return this copy to RTA – Please keep a copy for your records**