



If you are going to be away from your home for more than six (6) weeks, you need to let us know. If you don't tell us that you will be away from your home, or you do not return to your home on the return date you gave us, it may impact on your Tenancy.

## **How long can I be away from my home?**

Being away from your home for up to six (6) months is considered an 'acceptable absence'. In special circumstances, you can apply to extend the absence beyond six (6) months—however, you should discuss this with your Tenancy Manager. You cannot be absent for more than 12 months in total over a five-year period.

## **What are acceptable absences?**

Acceptable reasons for absences up to six (6) months include:

- Caring for sick/frail family members
- Hospitalisation, institutional care, nursing home care or rehabilitation
- Escaping domestic and family violence, harassment or threats of violence
- For Aboriginal or Torres Strait Islander tenants, travelling to another place to fulfill cultural obligations such as Sorry Business, Ceremony, mediation, celebrations, illness or maintaining cultural connections
- Assisting with immigration matters in the country of origin
- Holidays
- Employment, education or training; and

Imprisonment (unless this is related to a breach of the tenancy agreement).

## **Approving an absence from your home**

We will approve your absence from your home if we are satisfied that:

- You have made arrangements to pay your tenancy charges, such as rent and water usage, while you are away
- The property will be adequately cared for while you are away
- There is an acceptable reason for you going away (see above)
- You have appointed a person to act on your behalf while you are away (the person must be over 18 years of age)

## **How do I tell Link Wentworth that I am going to be away from my home?**

You need to complete the [Application to be absent from a Dwelling](#) and [Appointment of an Agent](#) forms. These forms are accessible on our website and available at any of Link Wentworth's offices. You can also call your Tenancy Manager on 13 14 21 and they will assist you with the forms.

## **What if I disagree with Link Wentworth's decision?**

If you believe we made the wrong decision, you should first discuss your concerns with your Tenancy Manager. You can also ask to have the decision reviewed. To do this, fill in the [Appeals](#) form that is available from our website or at your local Link Wentworth office.

If you need more information, please contact Link Wentworth on 13 14 21 or email [enquiries@linkwentworth.org.au](mailto:enquiries@linkwentworth.org.au)

Do you need a translator?

TIS National provides access to phone and on-site interpreting services in over 150 languages. Call 13 14 50.