



*Residential tenancies in Tasmania are covered by the Residential Tenancy Act 1997. The Act sets out the regulations around the payment and return of bonds.*

### What is a Bond?

A bond is the money that a tenant pays at the beginning of the tenancy as a financial security. It is used in the event that they fail to meet their obligations under the tenancy agreement, such as failure to pay rent or damage to the property. It is not compulsory for a landlord/agent to charge a bond.

### How much is a Bond?

The **maximum** amount of bond that can be charged is the **equivalent of 4 weeks rent**. It is an offence for a landlord or agent to charge more than this amount, and they could be fined for doing so.

### Condition Reports

If a landlord/agent requires a bond, they must provide the tenant two copies of a condition report. The condition report records the condition of the premises on the day the lease begins. Once received, the tenant has two days to inspect the property, make any amendments or additions to the condition reports, sign and return one copy to the landlord/agent. It is a good idea to take dated photographs at this point. Keep this report and any photos in case of a bond dispute at the end of the lease.

### Rental Deposit Authority

In July of 2009 Tasmania introduced the Rental Deposit Authority, also known as MyBond. This is a central body where bonds are held.

### Bond Lodgement

It is the tenant's responsibility to pay the bond, accompanied by all required forms, with either the agent or MyBond.

**When leasing through an AGENT:** tenants can pay the bond to the agent who must lodge it with MyBond within 3 working days. Many agents are connected to MyBond via computer and can issue a receipt immediately.

**When leasing through a LANDLORD:** tenants do NOT pay them the bond directly. The landlord must provide a tenant with a signed Bond Lodgment Form, stating the bond amount.

The tenant must lodge this form and their bond with MyBond. The form must be signed by everyone who contributed to the bond (including Colony 47, Anglicare and joint tenants, if applicable).

Payments and lodgements can be made at any Service Tasmania shop. Alternatively a bank cheque or money order can be posted to the Rental Deposit Authority at the following address:

**Rental Deposit Authority  
GPO Box 1244, Hobart Tasmania 7001**

Upon lodging the bond, the tenant will receive several receipts. One of these may be required by the landlord before gaining possession of the property. (Note that it will take longer to get a bond receipt via post).

It is important to keep the receipt as it contains a bond number that will be needed when claiming the bond back.

MyBond holds the money until the end of the tenancy. Interest is NOT paid on bonds.

## Claiming the Bond

At the end of a tenancy any person or organisation who has contributed to a bond and has signed the bond forms is entitled to make a claim.

The landlord/agent must provide the tenant with a signed claim form within 3 days of the end of the lease. If all parties to the tenancy agree they should sign and submit their claim form. MyBond will pay out the bond as soon as possible, in the proportions agreed to on the Claim form.

### What if a Claim Form is Not Signed?

A landlord/owner may lodge a Claim Form without the tenants' signature. They must provide evidence to support any claim.

Mybond will send the tenant written notification of the Claim - to the address they have on file - and the tenant has 10 days from receipt of the Claim to lodge a Dispute form.

**A tenant may lodge a Claim Form** without the signature of the landlord/agent if they have not received a signed Claim Form from the landlord/agent within 3 days of leaving the premises. The landlord/agent will receive a notification of this claim.

**It is essential that MyBond has an updated address so that correspondence is not sent to vacated address. Current banking details must be used on the claim form to ensure the bond is received.**

## Bond Disputes

Bond disputes are decided by the Residential Tenancy Commissioner.

To dispute a claim against the bond, obtain a Dispute Form from [www.mybond.tas.gov.au](http://www.mybond.tas.gov.au) or Service Tasmania.

File the form, within required time limits, including any supporting evidence such as: lease agreement, condition reports, rent receipts, any relevant correspondence, photographs and receipts associated with cleaning the property when it is vacated.

Once a formal copy of the decision is received a tenant has 7 days to appeal the matter. Appeal information will be included with the decision.

## How to Avoid a Bond Dispute

Abide by the terms of the lease, leaving the premises clean and undamaged. Keep good records in case of a dispute.

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## USEFUL CONTACTS

Tenants' Union of Tasmania Inc  
166 Macquarie Street Hobart  
☎ 6223 2641 or 1300 652 641

[www.tutas.org.au](http://www.tutas.org.au)

Rental Deposit Authority (MyBond)  
(Consumer Affairs and Fair Trading)  
☎ 1300 654 499

[www.mybond.tas.gov.au](http://www.mybond.tas.gov.au)

Centacare Homelessness and Tenancy Services  
(CHATS) via Housing Connect  
☎ 1800 800 588

## BOND ASSISTANCE

Housing Connect  
☎ 1800 800 588

Offices in:

Burnie

Devonport

Launceston

North Hobart

Queenstown

Rosny

Smithton

<http://www.dhhs.tas.gov.au/housing/>