



Office of State Revenue  
NSW TREASURY  
ISO 9001-Quality Certified

# Housing Construction Acceleration Plan (HCAP) – Application For Reduction in Duty

**NOTE:**

- Before completing this application, each purchaser should read the HCAP factsheet which is available at [www.osr.nsw.gov.au](http://www.osr.nsw.gov.au)
- Where there is more than one purchaser/transferee under the agreement/transfer, each purchaser/transferee must complete a separate application
- Liability for duty on an off the plan purchase is deferred for up to 12 months. If you are paying duty more than three months after the date of the agreement, you must complete form ODA 014 'Declaration for Off the Plan Purchases'. If the sale or transfer has not been completed, approval of this application may be made in anticipation of completion by 31 December 2011 or such later date as the Chief Commissioner allows. Failure to complete by the required date may result in reassessment of full duty.
- Under the *Taxation Administration Act 1996*, you are required to provide all relevant information to enable duty to be assessed on a document or transaction. It is an offence to provide false or misleading information
- Print clearly in the boxed spaces and tick the appropriate boxes

**Purchaser details**

Please tick this box if you consent to being contacted/surveyed about the success of the Housing Construction Acceleration Plan (HCAP).

**If an Individual Purchaser**, complete below:

Full name	Date of birth    /    /
Street address	
Contact phone number	Email address

**If a Company Purchaser**, complete below:

Company name	
Street address	
Contact name	
Contact phone number	Email address

**If lodged by agent**, complete below:

Applicant's name		
Agents no.	DX number	Location
Postal address		
Suburb	State	Postcode
Fax number (    )	Daytime phone number (    )	

You must complete the following sections.

## Transaction details

Date of agreement for sale or transfer / / 20	Dutiable value* \$
---	--------------------

\*Dutiable value – The greater of:

- the consideration for the dutiable transaction including any GST paid or payable, or
- the unencumbered value of the dutiable property.

## Property details

Lot no.	Section no.	Plan type*	Plan no.
---------	-------------	------------	----------

\*Enter DP for Deposited Plan; SP for Strata Plan; Other if not DP or SP and enter the other details under Plan no.

Unit/Street no.	Street name
Suburb/town	State NSW Postcode

### PRIVACY STATEMENT

The information in this form is required by the Office of State Revenue (OSR) to determine your liability for duty on a contract for sale of land or a transfer of realty. The information you provide about residential/non-residential land use and postcode is not required by law but will be used by OSR to develop aggregate data on land use.

The information may be provided to third parties with your consent or as required or permitted by law. You may review and update personal information held by OSR by contacting the Office.

## Contact details

Phone: 1300 139 814\* (Monday – Friday, 8.30 am – 5.00 pm)

Website: [www.osr.nsw.gov.au](http://www.osr.nsw.gov.au)

Email: [duties@osr.nsw.gov.au](mailto:duties@osr.nsw.gov.au)

<b>OFFICES</b>	(Monday to Friday, 8.30 am – 4.30 pm)
<b>Parramatta</b>	Lang Centre, cnr Hunter & Marsden Streets GPO Box 4042 Sydney NSW 2001 DX 456 Sydney Fax (02) 9689 8280
<b>Newcastle</b>	Level 2, 97 Scott Street PO Box 511, Newcastle NSW 2300 DX 7860 Newcastle Fax (02) 4925 5300
<b>Wollongong</b>	Level 6, 90 Crown Street PO Box 666, Wollongong NSW 2520 DX 5245 Wollongong Fax (02) 4253 1066

\*Interstate clients should call (02) 9689 6200

Help in community languages is available.

© State of New South Wales through the Office of State Revenue, 2009. This work may be freely reproduced and distributed for most purposes, however some restrictions apply. Read the copyright notice at [www.osr.nsw.gov.au](http://www.osr.nsw.gov.au) or contact OSR.

**Purchaser's declaration**

I (full name),

do solemnly and sincerely declare that:

1. I am:

- the purchaser/transferee, or
- a duly authorised officer of the following company which is the purchaser/transferee

Name of company	ACN/ABN/ARBN
-----------------	--------------

2. At the date of the agreement, the property was:

- a new home (other than a substantially renovated home) that was complete and ready for occupation
- a substantially renovated home that was complete and ready for occupation
- land on which a new home was to be built under an off the plan purchase

3. If the agreement is an off the plan purchase that has not been completed at the date of this application:

- the agreement states that the sale or transfer must be completed before 31 December 2011
- completion is expected by

4.  The property will only be used for residential purposes

5.  This agreement/transfer does not replace an agreement/transfer made before 1 July 2009, which was for the sale or transfer of substantially the same dutiable property

6.  The agreement/transfer is not eligible under the First Home Plus Scheme

7.  I am not eligible for, or have not been paid a First Home Owners Grant for this property

and, I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

**Purchaser**

Name	Declared at
Signature	Date / / 20

**Witness**

Before me (signature)	JP no.
Name	
Stamp	