

Security Deposit Lodgement Form

Section 43 of the *Residential Parks Act 2026*

This form is to be used for the lodgement of a security deposit under the *Residential Parks Act 2026*. A person paying a security deposit under a residential park agreement must pay that security deposit directly to the Rental Deposit Authority in accordance with the Act. The information provided in this form will be used to establish and administer the security deposit account.

Instructions on how to complete this form

1. Complete all applicable sections of the form.
2. Provide the details of all residents named on the agreement.
3. Enter the residential park and site details.
4. Record the security deposit amount and relevant dates.
5. Ensure all information is accurate and complete.
6. Obtain signatures from all residents and the park owner or authorised representative.
7. Retain a copy of the completed form for your records.
8. Submit the completed form to the Rental Deposit Authority.
9. Following receipt of this application, the Rental Deposit Authority will issue payment instructions for the lodgement of the security deposit.

How to lodge this form

Complete this form and return it to the Rental Deposit Authority, together with any required supporting documentation, as soon as practicable after the security deposit is received.

- Email: RDA@justice.tas.gov.au
- Mail: PO Box 56, Rosny Park, TAS 7018

Residential park details

Name of residential park

Address of residential park

Name of park owner

Residential park ABN

Email address

Phone number

Resident/s details

Name of resident/s

Date of birth of resident/s

Phone number

Email address

Name of third-party payer (if paid on behalf of a resident)

Security deposits may be paid by a resident or by another person on the resident's behalf. This means that a third party, such as a family member, friend, support service or other representative, can pay and lodge the security deposit for the resident. Regardless of who pays the deposit, it must be paid to the Rental Deposit Authority in accordance with the *Residential Parks Act 2026*.

Name of payer (if not the resident)

Email address

Phone number

A park owner can only ask for one security deposit under a residential park agreement. The security deposit cannot be more than four weeks' rent. A park owner cannot ask for any additional security deposits during the agreement (s43(4)).

Site number/site description

Residential park agreement start date

End date (if fixed-term)

Weekly rent amount

Total security deposit amount

Note: Any interest earned on the security deposit is the property of the Rental Deposit Authority and is not paid to either the resident or the park owner (s 43(3)).

Resident acknowledgement

I/We acknowledge that:

- the information provided in this form is true and correct to my knowledge and reasonable enquiries;
- the security deposit specified in this form relates to the residential park agreement identified in this form;
- the security deposit is to be paid directly to the Rental Deposit Authority and held and administered by the Rental Deposit Authority in accordance with the *Residential Parks Act 2026*; and
- the security deposit does not exceed 4 weeks' rent, and no other security deposit has been paid in relation to this agreement.

Name of resident/s

Date

Signature of resident

Signature of resident 2 (if applicable)

I declare that:

- the information provided in this form is true and correct to my knowledge and reasonable enquiries;
- the security deposit specified in this form is the full security deposit required to be paid in relation to the residential park agreement identified in this form;
- the amount stated does not exceed 4 weeks' rent, and no other security deposit is required under this agreement (s 43(4)).

Name of park owner

Position (if applicable)

Signature

Date