



Northern
Territory
Government

Your Guide to Settling In Government Employee Housing



The Landlord's Responsibilities

- Ensure houses comply with health, safety and security standards.
- Ensure houses are clean and habitable at allocation.
- Ensure houses are kept in reasonable repair; and
- Pay the council rates and sewerage charges.

The Tenant's Rights and Responsibilities

- Prompt reporting of any repairs needed to the house.
- Repair damages caused by you or your guests.
- Keep the house and garden in a neat and tidy condition, maintaining the garden and mowing the lawn.
- Pay all service charges levied as per your lease agreement with Territory Housing or your employing agency.
- Keep the house secure.
- Obtain written permission before making any alterations or additions to the house.
- Replace electrical light bulbs and fluorescent tubes or starters.
- Keep household free of all pests.
- Replace lost keys and damaged locks.
- Keep clean all surfaces of dirt, dust, grime, grease, marks, mould, vegetation, glue and tape.
- Keep air-conditioning filters clean and
- **n.b. Be conscious of the importance of conserving power and water. Don't waste it.**

Moving In

When moving into your Government Employee house it is suggested that you:

- Notify friends, business and the post office of your new address.
- Contact PowerWater for connection of electricity and water, if not already connected, and an appropriate communications service provider for telephone service.
- Check that your personal belongings are insured and that your insurance company is told of your new address.
- Report any faults as soon as possible. Refer to *repairs and maintenance* details in your Welcome Kit.
- Please ensure you have a Welcome Kit. If not, contact your Regional Government Employee Housing Tenancy Manager.

Moving Out

If you are moving out of your Government Employee Housing house please make sure that you notify your Regional Government Employee Housing Tenancy Manager and your employing agency.

www.territoryhousing.nt.gov.au

Casuarina - Ethos House, 270 Trower Rd Casuarina NT 0810	p:	08 8922 5526
Darwin - Construction House, Cnr Mitchell and Briggs Sts Darwin NT 0800	p:	08 8999 8814
Palmerston - Highway House, Cnr Broadland St and Palmerston Cct NT 0830	p:	08 8999 4767
Alice Springs - Cnr Leichardt and Gregory Tce, Alice Springs NT 0870	p:	08 8951 5344
Tennant Creek - Government Building, Peko Rd Tennant Creek NT 0860	p:	08 8962 4497
Katherine - NT Government Centre, First St Katherine NT 0850	p:	08 8973 8536
Nhulunbuy - Shop 2 Arnhem House, Endeavour Square, Nhulunbuy NT 0800	p:	08 8987 0533
Client Relations Officer	p:	1300 301 167