



## Housing Department factsheet

# Paying rent

## What is rent

Rent is the periodic payment of money by a tenant for the use of a housing property owned by Council. Council charges rent to tenants every fortnight.

## Tenants must pay rent

- The person who signed the General Tenancy Agreement [GTA] is responsible to ensure the rent is always paid and paid on time.
- Rent must be paid 14 days in advance.
- If tenants have any problems paying their rent, they should advise the Housing Officer immediately.

## How to pay rent

### Centrepay

Centrepay is an easy, automatic way to pay your rent directly from your Centrelink payment into your rental account and is free to set up. You can also use Centrepay to pay current rental arrears and previous tenancy debts.

### Payroll deduction

Payroll deduction is an automatic electronic way to pay your rent directly from your wages into your rental account. To set this up all you have to do is fill out a payroll deduction form from your employer. If you are an employee of Torres Strait Island Regional Council, this form is available on the intranet or your Housing Officer can help you.

### EFTPOS transaction

You can also pay your rent and arrears by *electronic funds transfer at point of sale* [EFTPOS] using your debit or credit card. To make sure you pay your rent on time every time, talk to your bank about how you can set up a regular payment.