Rooming houses must be registered with their local Council. A rooming house is any dwelling in which rooms are available for rent which could be occupied by four or more people. Anyone who operates a rooming house must also be a licensed rooming house operator. If you are concerned about an unregistered rooming house or an unlicensed operator you can report what you know using this form.

**Please note, the primary contact for unregistered rooming houses is the council in which the property is located.**

Without some specific information it is not possible to respond properly to your report. The asterisk (\*) indicates a required piece of information for the referral to be useful. Please provide as much information as you can.

Referring Agency/Person

|  |  |
| --- | --- |
| \*Name: | Click or tap here to enter text. |
| Agency: | Click or tap here to enter text. |
| \*Contact phone: | Click or tap here to enter text. |
| Contact email: | Click or tap here to enter text. |

Operator Details

|  |  |
| --- | --- |
| \*Operator name: | Click or tap here to enter text. |
| \*Contact name: | Click or tap here to enter text. |
| Business name: | Click or tap here to enter text. |
| ABN (if known): | Click or tap here to enter text. |
| Phone (if known): | Click or tap here to enter text. |
| Email (if known): | Click or tap here to enter text. |
| Does this rooming house operator run other rooming houses? | Choose an item. |

Rooming House Details

|  |  |
| --- | --- |
| \*Unit number: | Click or tap here to enter text. |
| \*Street Address: | Click or tap here to enter text. |
| \*Suburb: | Click or tap here to enter text. |
| \*Postcode: | Click or tap here to enter text. |
| Do you have copies of any advertising? | Choose an item. |

Registration

|  |  |
| --- | --- |
| \*Is the rooming house registered with the council? | Choose an item. |
| This information can be found on the [**Public Register of Rooming House Operators**](https://registers.consumer.vic.gov.au/rhosearch) | |
| \*Is the rooming house operator a community housing organisation? | Choose an item. |
| Registered housing authorities are exempt from the rooming house licensing scheme. This information can be found on the [**Housing Registrar**](https://chimes.force.com/RegisteredHousing?aType=ha)website | |

Additional Information

|  |  |
| --- | --- |
| Number of residents: | Click or tap here to enter text. |
| \*Number of beds: | Click or tap here to enter text. |
| Rent per week: | Click or tap here to enter text. |
| Was a bond paid? | Choose an item. |
| Bond amount: | Click or tap here to enter text. |
| Was a bond receipt provided? | Choose an item. |
| Was a written agreement signed? | Choose an item. |

Resident Information

|  |  |
| --- | --- |
| Is a resident willing to speak to a CAV investigator? | Choose an item. |
| *If a resident is willing to speak to a CAV investigator, please provide their name and contact details below* | |
| Name: | Click or tap here to enter text. |
| Contact phone: | Click or tap here to enter text. |
| Contact email: | Click or tap here to enter text. |

Further Information

|  |
| --- |
| Please include anything else you can tell us about the rooming house or the operator below |
| Click or tap here to enter text. |