

[Click here to enter a date.](#)

Name

Address

Suburb State Postcode

Dear Name,

RE: Adjustment to Client Contribution for Rent and Board for Name of person we support

Where Life Without Barriers (LWB) is the provider of Supported Independent Living Support (SIL), LWB is able charge the people we support a contribution towards household expenses. Additionally, where LWB is the provider of Accommodation support, LWB is able to charge a contribution toward rent. These charges are in line with NDIS policy and practice. LWB defined contribution amounts per person are:

Household Expenses

- 50% of the Basic Disability Support Pension received - \$Client DSP full amount which equals a contribution of \$50% amount
- Plus 100% of any Energy Supplement received - \$Client Supplement full amount which equals a contribution of \$100% amount

Rent

- 25% of the Basic Disability Support Pension received - \$Client DSP full amount which equals a contribution of \$25% amount
- Plus 100% of any Commonwealth Rent Assistance received - \$Client Assistance full amount which equals a contribution of \$100% amount
- Plus 25% of any current equivalent Pension Supplement received - \$Client Supplement full amount which equals a contribution of \$25% amount

Client name's total contribution is total amount per fortnight.

This amount covers Client Name's contribution towards rental costs, groceries, maintenance and utilities.

The Disability Support Pension is usually adjusted twice a year (March & September) in line with increases in costs of living. Please arrange to have these adjustments made to Client Name's client contributions, effective as of Insert Date.

Life Without Barriers is an approved authorised participant of Centrepay. You can update your Centrepay deduction via the following methods:

- online using your Centrelink online account through myGov
- using the Express Plus Centrelink mobile app on your mobile device
- at a service center with help from Centrelink staff
- by calling Centrelink on your regular payment number

When organising the update of the Centrepay amount with Centrelink please quote:

- Life Without Barriers Centrelink Customer Reference Number - **CRN 555 072 111B**
- Deposit Refence ID to request Centrelink use - **Client Name and Service ID**
- Effective from - **Insert Date**

Should you require any further information please don't hesitate to contact myself, LWB Staff Member name, LWB staff member role, LWB Location on Phone Number.

Kind Regards,

[Regional Manager]