

# A Notice of withdrawal for your SDA provider

An Easy Read guide for you



## How to use this guide



Consumer Affairs Victoria (CAV) wrote this guide. When you see the word 'we', it means CAV.



We have written this guide in an easy to read way.

We use pictures to explain some ideas.



We have written some words in **bold**.

We explain what these words mean.

There is a list of these words on page 7.



This Easy Read guide is a summary of a notice.



You can find the notice on our website at [www.consumer.vic.gov.au/sda](http://www.consumer.vic.gov.au/sda)



You can ask for help to read this guide.

A friend, family member or support person may be able to help you.

## What is specialist disability accommodation?



### **Specialist disability accommodation (SDA)**

is accessible housing for people with disability.



When you live in SDA, we call you  
an SDA resident.



The housing is provided by an SDA provider.

## What is this guide about?



This guide is about a notice for your SDA provider.



The notice is called a **Notice of withdrawal**.



If you use a Notice of withdrawal it means you want to cancel a **Notice of intention to vacate** you sent your SDA provider.

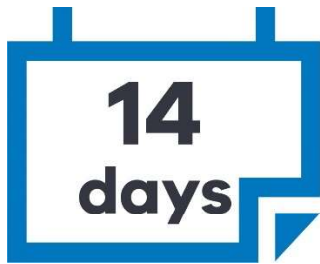


A Notice of intention to vacate is a notice you give your SDA provider when you plan to move out of your SDA.

You need to give your SDA provider a  
Notice of withdrawal:



- if you want to cancel the Notice of intention to vacate



- within 14 days of when you gave them the Notice of intention to vacate.

## Sending the notice



You can give your SDA provider the notice:

- in person
- in the mail
- by email.



You can only send your SDA provider the notice by email if your **SDA residency agreement** says it is ok.



Your SDA residency agreement is an agreement between you and your SDA provider.



It explains:

- how you can expect to be treated
- the things you must do.



## Word list



### **Notice of intention to vacate**

A Notice of intention to vacate is a notice you give your SDA provider when you plan to move out of your SDA.



### **Notice of withdrawal**

If you use a Notice of withdrawal it means you want to cancel a Notice of intention to vacate you sent your SDA provider.



### **Specialist disability accommodation (SDA)**

Accessible housing for people with disability, including NDIS housing.



### **SDA residency agreement**

An agreement between you and your SDA provider.

It explains:

- how you can expect to be treated
- the things you must do.

## Contact us



**1300 55 81 81**

The cost is the same as a local call.

If you speak a language other than English, please contact TIS – Translating and Interpreting Service.



**131 450**

Ask to talk to an Information Officer at Consumer Affairs Victoria on

**1300 55 81 81**

TTY

If you use textphone or modem, call the National Relay Service.



**133 677**

Give them our number – **1300 55 81 81**



If you use Speech to Speech Relay call

**1300 555 727**

Give them our number – **1300 55 81 81**





[www.consumer.vic.gov.au/sda](http://www.consumer.vic.gov.au/sda)



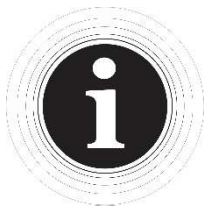
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