



# Change and Disclosure Reporting Form

**This form should be used to notify the Authority of any changes to your organisation, or any event(s) that might adversely impact on your organisation’s compliance with the Performance Standards including (but not limited to):**

- › The CHP’s legal name, contact details, geographical location, or AGM date
- › The legal entity type or the constitution/enabling document e.g. CHP’s objects, functions, or scope of activities
- › Structure of the organisation e.g. merger, takeover or related party agreements the CHP is considering entering
- › Membership of the governing body (please include new member’s biographies)
- › Name or job title of any member of the CHP’s senior management team
- › Rental housing stock numbers (can be a quarterly update if frequent changes occur)
- › Material changes to the rent-setting policy that impacts non-IRR rents
- › Financial viability of the CHP
- › Notice of any action being taken against the CHP by any statutory body, individual company, or another agency
- › Notification of any significant cases of fraud, corruption, or criminal misconduct by employees or members of the governing body and any action taken
- › Notification of any adverse event that may result in housing units becoming uninhabitable or triggers significant media interest
- › Notice from a lender regarding ongoing defaults on loans
- › Appointment of a statutory manager, receiver, liquidator, or voluntary administrator

Date	
CHP name	
Contact name (if different from usual)	
Outline change or event	
Reason(s) it occurred	
If a change, the date the change is effective from	
For events, explain the impact of this event on your organisation	
What corrective action has been taken (including actions to prevent a reoccurrence)	

## Certification

I certify that the information above is correct and that I am authorised to give this notice on behalf of our organisation:

Name			
Title			
Signature		Date	