

# A Notice of withdrawal from 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 9.



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 from your SDA provider.



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



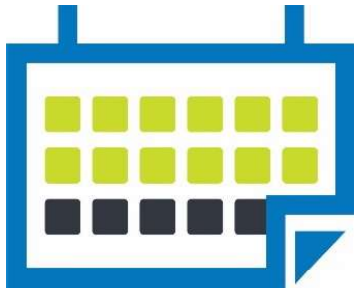
If you get a Notice of withdrawal it means your SDA provider wants to cancel another notice they sent you.



They might have sent you a **Notice of temporary relocation**.



A **Notice of temporary relocation** is about moving out of your SDA for a short time.



**Temporary** means for a short time.



**Relocation** means you need to leave your SDA and stay somewhere else.



They might have sent you a **Notice to vacate**.



A Notice to vacate is a notice your SDA provider will give you if they want you to move out of your SDA.



Your SDA provider can give you this notice before you move out of your SDA.

## Sending the notice



Your SDA provider can give you the notice:

- in person
- in the mail
- by email.



Your SDA provider must explain the notice to you in a way that you can understand.



Your SDA provider can only send you the notice by email if you have said it is ok in your agreement.

If they need to, your SDA provider will also give the notice to:



- a member of your family



- your carer or support person



- your **guardian** or **administrator** – someone who makes decisions for you



- an **advocate** – someone who speaks up for people with disability who can't speak up for themselves.

## Word list



### **Guardian or administrator**

Your guardian or administrator is someone who makes decisions for you.



### **Notice of temporary relocation**

A Notice of temporary relocation is about moving out of your SDA for a short time.



### **Notice to vacate**

A Notice to vacate is a notice your SDA provider will give you if they want you to move out of your SDA.



### **Notice of withdrawal**

If you get a Notice of withdrawal it means your SDA provider wants to cancel another notice they sent you.



### **Relocation**

Relocation means you need to leave your SDA and stay somewhere else.



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

Accessible housing for people with disability, including NDIS housing.



### **Temporary**

Temporary means for a short time.

## 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**



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