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APPLICATION FOR RESIDENTIAL TENANCY

A. PROPERTY DETAILS

Address of proposed property: _____

Lease term required: _____ MONTHS Lease commencement date: _____

How many people will occupy the property? _____ ADULTS _____ CHILDREN

Do you have any pets? (if yes please provide details): _____

Property rental: \$ _____ per week \$ _____ per month

B. PERSONAL DETAILS

Mr / Ms / Miss / Mrs / Other _____ Surname _____ Given Name/s _____

Date of birth: _____ Car registration: _____

Drivers licence no. (or 18+ card): _____ Driver's licence state: _____

Passport No.: _____ Passport country: _____

*** Please supply copy of your drivers licence or passport.**

Home phone no.: _____ Mobile phone no.: _____ Work no.: _____

Email Address: _____

C. EMPLOYMENT HISTORY

Your occupation: _____ Employer's name: _____

*** If self employed include your accountants details**

Employer's address: _____

Contact name: _____ Phone no.: _____

Length of employment: _____ Gross income: \$ _____ per week \$ _____ per annum

Please provide details of your previous employment -

Your occupation: _____ Employer's name: _____

Employer's address: _____

Contact name: _____ Phone no.: _____

Length of employment: _____ Gross income: \$ _____ per week \$ _____ per annum



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Call me to connect my utilities Yes

Signature _____ Date / / / ID 9625

Your current address: _____

Reason for leaving: _____

Length of time at this address: _____ Landlord/Agent's name: _____

Landlord/Agent's phone no.: _____ Landlord/Agent's fax no.: _____

Weekly rent paid: \$ _____

Your previous residential address: _____

Length of time at this address: _____ Landlord/Agent's name: _____

Landlord/Agent's phone no.: _____ Landlord/Agent's fax no.: _____

Weekly rent paid: \$ _____ Was bond refunded in full? _____

If bond not refunded in full, provide details of why? _____

E. CONTACTS

In the event of an emergency, please provide a contact –

Surname: _____ Given Name/s: _____

Relationship to you: _____ Phone No.: _____

F. DECLARATION

I the applicant hereby offer to rent the property from the Owner/Agent under a lease to be prepared by the Agent. I understand that I will be required to pay the rent in advance and will also be required to pay a rental bond. I also understand that this application is subject to the approval of the Owner/Agent and should I be unsuccessful with the application, no such reason is required.

I declare that all information, contained in this application is true and correct and has been prepared under my own free will. I declare that I have inspected the premises and am not bankrupt.

I understand that I will be required to pay the amounts as specified below by either setting up a direct debit, direct credit (online transfers) or by using a deposit book. We will not accept cash.

\$ _____ per week;

\$ _____ per fortnight

\$ _____ per month

Signature of applicant

Date

G. OFFICE USE ONLY

Date

- | | | |
|---|-------|-------|
| ▪ Application signed and all details complete | Y / N | _____ |
| ▪ Photocopy tenants ID | Y / N | _____ |
| ▪ 100 point check | Y / N | _____ |
| ▪ Previous Landlord/Agent contacted | Y / N | _____ |
| ▪ Employer contacted | Y / N | _____ |

Contact Name: _____

Level of Authority: _____

Salary Confirmed: _____

- | | | |
|--|-------|-------|
| ▪ Tenancy default check undertaken | Y / N | _____ |
| ▪ Application approved | Y / N | _____ |
| ▪ Tenant advised to come in and sign RTA as soon as possible | Y / N | _____ |

APPLICATION FOR RESIDENTIAL TENANCY

PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS

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In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles Act to be made aware that an organisation may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a database company other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government departments and other landlords or agents.

I/We the said applicant/s declare that **I/we** give my/our permission to the agent to collect my/our information and pass such information onto TICA Default Tenancy Control Pty Ltd. **I/We** further give **my/our** permission for **my/our** information to be provided to any other tenancy database for the assessment of **my/our** tenancy application. **I/We** further give consent to the member of the Database Company to contact any of **my/our** referees provided by **me/us** in **my/our** tenancy application.

I/We agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database **my/our** information may be recorded as making an inquiry.

I/We agree that in the event of a default occurring under a tenancy agreement **I/we** give **my/our** permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. **I/We** further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I/We understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its member's access to information accumulated from members about tenants who have breached their tenancy agreements.

I/We agree and understand that should I fail to provide the database member with the information and acknowledgments required the database member may elect not to proceed with **my/our** tenancy application. **I/We** agree and understand that a listing with TICA Default Tenancy Control Pty Ltd could have an adverse effect on **my/our** ability to obtain future rental accommodation.

Applicants Name/s _____

Signed by member

Signed by applicants

Signed by applicants

Date _____