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## RESIDENTIAL TENANCY APPLICATION

Full Name: (Applicant must be over 18 years of age)

Lease Term: 6 Months/ 12 months

1. \_\_\_\_\_ D.O.B. \_\_\_/\_\_\_/\_\_\_ Drivers License No: \_\_\_\_\_

2. \_\_\_\_\_ D.O.B. \_\_\_/\_\_\_/\_\_\_ Drivers License No: \_\_\_\_\_

Proposed Property: \_\_\_\_\_

Rent: \$

Per Week

Current Address: \_\_\_\_\_

Current Phone: Work: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

No. of children living with you: \_\_\_\_\_ Name/Age: \_\_\_\_\_

Car Registration: \_\_\_\_\_ State: \_\_\_\_\_ Make/Model: \_\_\_\_\_ Financed/Owned

Pets: \_\_\_\_\_ Breed: \_\_\_\_\_

### Current Tenancy Details:

Current Managing Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Rented Address: \_\_\_\_\_

Rent p/w: \$ \_\_\_\_\_ Bond Paid \$ \_\_\_\_\_ Lease Start Date \_\_\_/\_\_\_/\_\_\_ Lease End Date \_\_\_/\_\_\_/\_\_\_

### Previous Tenancies:

Previous Managing Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

Address of premises rented: \_\_\_\_\_

Rent p/w: \$ \_\_\_\_\_ Bond Paid: \$ \_\_\_\_\_ Lease Start Date \_\_\_/\_\_\_/\_\_\_ Lease End Date \_\_\_/\_\_\_/\_\_\_

Bond Refunded: Yes/No Amount Deducted from Bond: \$ \_\_\_\_\_

Reason: \_\_\_\_\_

Have you ever been evicted: YES / NO

Are you currently in debt to any landlord or agent: YES / NO

**Applicant 1 Employment Details:**

**Please provide proof of income to support rental amount e.g Payslip, letter from employer or bank statements**

Current Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Employment Address: \_\_\_\_\_ Period of Employment: \_\_\_\_\_

Employers Name: \_\_\_\_\_ Employers Phone: \_\_\_\_\_

Weekly income: \$ \_\_\_\_\_ Additional Income/Benefits per week: \$ \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Period of Employment: \_\_\_\_\_

Employers Name: \_\_\_\_\_ Employers Phone: \_\_\_\_\_

**Applicant 2 Employment Details:**

**Please provide proof of income to support rental amount e.g Payslip, letter from employer or bank statements**

Current Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Employment Address: \_\_\_\_\_ Period of Employment: \_\_\_\_\_

Employers Name: \_\_\_\_\_ Employers Phone: \_\_\_\_\_

Weekly income: \$ \_\_\_\_\_ Additional Income/Benefits per week: \$ \_\_\_\_\_

Previous Employer: \_\_\_\_\_ Period of Employment: \_\_\_\_\_

Employers Name: \_\_\_\_\_ Employers Phone: \_\_\_\_\_

**If you receive a Centrelink Payment:**

Type of Payment \_\_\_\_\_ Customer Reference No: (CRN): \_\_\_\_\_

Total Payment received per fortnight (include Family Allowance): \$ \_\_\_\_\_

**Family Details: Parents/Guardians: In case of Emergency:**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Period of Occupation: \_\_\_\_\_ Owned/Rented

**Use of Premises:** Will the premises be used for business purposes: YES / NO

**Before any application can be considered, each applicant must achieve a minimum of 100 check points.  
Should you not be able to meet 100 points, please speak to the Property Manager.**

Previous 4 rent receipts or Tenancy Ledger	50 points
Driver's licence (current address) or 18+ Card	50 points
Passport	30 points
Written references from previous Landlord/Agent	20 points
Copy of Bank Statement	20 points
Current M.V. Registration papers	10 points
Copy of Birth Certificate	10 points

**SHOULD AN APPLICANT BE UNSUCCESSFUL, WE ARE NOT REQUIRED BY LAW TO DIVULGE THE REASON FOR THE APPLICATION BEING REJECTED. NO DISCUSSION WILL BE ENTERED INTO.**

**APPLICATION FOR TENANCY**

PROPERTY APPLIED FOR: 30 BELLEVUE PLACE, HALLIDAYS POINT NSW 2430

DATE THIS APPLICATION MADE: \_\_\_/\_\_\_/\_\_\_

**In order to process this application all questions must be answered fully. The completion of this application is not an acceptance. Failure to fully complete this application may result in the application not being processed.**

I/We the said applicant/s declare that all the information contained in this application is true and correct, and that the information is provided of our own free will. I/We further authorize the Agent to contact any of the referees or references supplied by me/us in this application for verification of the details provided.

I/We declare the following:

1. I/We inspected the above property on the day of \_\_\_\_\_
2. I/We wish to apply to rent the above property for a period of 6 / 12 months commencing on \_\_\_/\_\_\_/\_\_\_
3. I/We agree that the rent is \$ \_\_\_\_\_ per week and that the Rental Bond is \$ \_\_\_\_\_
4. I/We the applicant/s declare that I/We are not bankrupt and that I/We have not entered into any scheme of arrangement for payment of monies to any creditors. I/We further declare that I/We are not paying off any previous Rental Debt.
5. I/We authorize the Agent to access and check any information that may be listed on me/us on the TICA DEFAULT TENANCY DATABASE and any other tenancy databases which may be available.
6. I/We agree and understand that in the event of this application being rejected there is no requirement at law for the Agent to disclose to me/us and reason for such rejection. **I/We also agree that I/We will not raise any objection for not being provided a reason for any rejection of this application.**
7. I/We agree and understand that in the event of this application being approved by the Agent, the Agent may report and defaults that may occur from time to time in the tenancy with TICA DEFAULT TENANCY DATABASE and any other tenancy database, which may be available. I/We understand that in the event of a default being reported to TICA DEFAULT TENANCY DATABASE or any other tenancy database, the removal of such information is subject to the guidelines of the database companies.
8. I/We agree and understand that in the event of this application being approved all initial monies will be paid to the Agent by CASH, DIRECT DEPOSIT OR BANK CHEQUE.
9. I/We agree that no keys for the property will be provided by the Agent to me/us until such time as all monies owed are paid in full accordance with Clause 8 above.
10. I/We agree that I/We will abide by the policies of the office of the Agent as may be provided to me/us in relation to this tenancy.
11. I/We agree to allow the Agent to photocopy the information supplied by me/us for their records.
12. I/We agree that upon communication of acceptance of this application by the Landlord or their Agent that this tenancy shall be binding on both the Landlord and the Tenant. I/We further agree that I/We will sign the Tenancy Agreement, and be bound by the Terms & Conditions of the Tenancy Agreement.

**Applicant 1**

Name: .....

Signature: .....

Dated: .....

**Applicant 2**

Name: .....

Signature: .....

Dated: .....

## Privacy Statement

This Privacy Statement explains how the Agent and Owner use and disclose personal information, which they hold about you and the privacy rights you have in relation to that information.

A reference in the Privacy Statement to:

- The Owner or Agent- is also a reference to related entities of the Owner or Agent (respectively);
- The lease – is a reference to the lease between you and the Owner or Agent (or, if you are guarantor, the lease between the principal whose performance you are guaranteeing and the Owner or Agent);
- The premises- is a reference to the premises leased under this lease; and
- The building- is a reference to the building containing the premises.

### How the Owner and Agent may use your personal information

The Owner and Agent may each use your personal information in connection with:

- a) their business, including in connection with:
  - (i) the purchase, development, sale and leasing of land, including the building;
  - (ii) the proposed sale of an interest in the Owner or Agent's business
  - (iii) raising finance in connection with the matters specified in paragraph (i).
  - (iv) the management of the building and the Owner's portfolio of land;
  - (v) internal reporting;
  - (vi) reporting to related entities, financiers and advisors; and
  - (vii) direct marketing (such as newsletters); and
- b) the management and administration of the lease.

### To whom Owner and Agent may disclose your personal information

The Owner and Agent may disclose your personal information, if they consider it is necessary to do so:

- a) if required by law; or
- b) to any one or more of the following
  - (i) their related entities;
  - (ii) persons in connection with a proposed sale of interest in the Owner or Agent's business (including purchasers of the building);
  - (iii) any Agents engaged by the Owner and notified to you;
  - (iv) contractors and service providers involved in the management and maintenance of the building or any works in connection with the building;
  - (v) professional advisors in connection with the lease, the premises or the building;
  - (vi) the Owner's financiers;
  - (vii) the Owners corporation and, if relevant, the building management committee for the building, any of whom may be located outside Australia

### Your Rights

You need not give the Agent any of the personal information it requests. However, without the information, the Owner and Agent may not be able to provide you with the service you require. You may request access at any time to personal information which the Owner or Agent hold about you and ask them to correct it if you believe it is incorrect or out of date.

### Your authority to the Owner

By entering the lease you:

- acknowledge having read and understood this privacy statement;
- authorize the Owner and Agent to collect, maintain, use and disclose your personal information in the manner set out in this Privacy Statement; and
- undertake to provide a copy of this Privacy Statement to each principal, company officer or partner that you purport to represent.

### Information about other products or services

Do you want to receive information about other products or services supplied by the Agent? YES  NO

If you do not tick any box, then the Agent may use your personal information to send that information to you.

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(Tenant/s Signature/s)

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(Landlord/s Signature/s)

