

# RESIDENTIAL TENANCY APPLICATION

Strzelecki Realty

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## 1. PROPERTY DETAILS

Application address: \_\_\_\_\_

Number of occupants: Adults \_\_\_\_ Children \_\_\_\_ Ages \_\_\_\_ Pets \_\_\_\_ (specify) \_\_\_\_\_

Lease term \_\_\_\_\_ Estimated start date \_\_\_\_/\_\_\_\_/\_\_\_\_ Smoker / Non-smoker (please circle one)

## 2. PERSONAL DETAILS

MR / MRS/ MISS /MS Surname: \_\_\_\_\_ First Names: \_\_\_\_\_ D.O.B: \_\_\_\_\_

Other names you are known by (AKA): \_\_\_\_\_

Drivers License no: \_\_\_\_\_ Expiry: \_\_\_\_/\_\_\_\_/\_\_\_\_ State: \_\_\_\_\_

Passport no: \_\_\_\_\_ Country: \_\_\_\_\_ Car rego: \_\_\_\_\_

Ph: \_\_\_\_\_ Mobile: \_\_\_\_\_ Work: \_\_\_\_\_

Email: \_\_\_\_\_

Current address: \_\_\_\_\_ Post code: \_\_\_\_\_

How long have you been at this address? \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Landlord/Agent details of this property, Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Rent p/w: \_\_\_\_\_

Previous address: \_\_\_\_\_ Post code: \_\_\_\_\_

How long did you live at this address? \_\_\_\_\_ Reason for leaving : \_\_\_\_\_

Landlord/Agent details of this property, Name : \_\_\_\_\_ Phone : \_\_\_\_\_

Rent p/w: \_\_\_\_\_ Bond refund in full? \_\_\_\_\_ If not, specify: \_\_\_\_\_

## 3. EMPLOYMENT INFORMATION OR CENTRELINK INCOME

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

Contact name : \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Post code: \_\_\_\_\_

Are you: Full time / part time / Casual (please circle one) Length of employment : \_\_\_\_\_

Net income : \_\_\_\_\_ PW / FN / MTH (or Centrelink income)

Previous employment, Name : \_\_\_\_\_ Ph : \_\_\_\_\_

Length of employment: \_\_\_\_\_ Net income: \_\_\_\_\_ PW / FN / MTH

## 4. CONTACTS

Emergency Contact: Full name \_\_\_\_\_ Ph \_\_\_\_\_

Address: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

## 5. PROFESSIONAL REFERENCES (not friends or related to you)

1. Full name: \_\_\_\_\_ Ph: \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Email: \_\_\_\_\_

2. Full name: \_\_\_\_\_ Ph: \_\_\_\_\_

Relationship to you: \_\_\_\_\_ Email: \_\_\_\_\_

**PLEASE PROVIDE 100 POINTS OF IDENTIFICATION**

- Driver's License 50
- Passport 50
- Birth certificate 50
- Proof of Age Card / Student ID card 50
- Copy of Medicare card 20
- Copy of utility accounts 30 each
- Concession / pension card 10
- Copy of bank card 10

**MUST PROVIDE INCOME STATEMENT AS WELL AS 100 POINTS OF ID!!**

**PLEASE NOTE**

- This application is subject to the owners/landlords approval.
- An application form must be filled out correctly along with 100 points of ID and an income statement (**otherwise they will not be accepted**) before any inspection for the related premises can be scheduled
- All applicants must complete an application form

**TENANCY PRIVACY STATEMENT**

Due to changes in the Privacy Act, from 21 December 2001 all Property Managers must ensure that you, the applicant, fully understand the National Privacy Principles and the manner in which we use your private information in order to carry out our role as professional property managers. Please take the time to read this Privacy Statement carefully.

As professional property managers, Strzelecki Realty collects personal information about you. To ascertain what personal information we have about you, you can contact our office, please find contact details on the reverse side of this application form.

**PRIMARY PURPOSE**

As professional property managers, we collect personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested and if the risk is considered acceptable to provide you with the lease/tenancy of the premises. To carry out this role, and during the term of your tenancy, we may be required to disclose your personal information to:

- The Landlord
- The Landlord's Lawyers
- The Landlord's Mortgagee
- Referees you have nominated
- Organisations/Tradespeople required to carry out maintenance to the premises
- Rental Bond Authority (RTBA)
- Residential Tenancy Tribunals/Courts
- Collection Agents
- National Tenancy Database Pty Ltd (NTD) / TICA
- Other Real Estate Agents & Landlords

If your person information is not provided to us, we may **not** be able to carry out our duties as professional Property Manager and will **not** be able to provide you with a lease/tenancy of the premises.

**Signed by the:**

**Applicant:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_