



TENANCY APPLICATION FORM

1. AGENCY DETAILS

Please tick which office the property you are applying for is listed with.

DORRIGO BELLINGEN

2. PROPERTY DETAILS OF WHICH YOU ARE APPLYING FOR:

Address of Property:

Lease Commencement Date:

How many tenants will occupy the property?:

3. PERSONAL DETAILS

Please give us your details

Are you a Smoker?

Mr Ms Miss Mrs Dr Other

Surname:

Given Name/s:

Date of Birth:

Drivers Licence Number:

Drivers Licence expiry date:

Drivers Licence state:

Car Registration:

Passport Number:

Passport Country:

PETS: Breed/Type:

Pets Age:

Number of Pets:

Home No.

Mobile No.

Work No.

Fax No.

Email Address:

Current Address:

4. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt. I authorise the Agent to obtain personal information from:

- a) the owner or the Agent of my current or previous residence;
 - b) My Personal referees/employer/s
 - c) Any record listing or database of defaults such as NTD, TICA or TRA for the purpose of checking your tenancy history;
- I am aware that I may access my personal information by contacting – TICA : 1902 220 346

If I default under a rental agreement, I agree that the Agent may disclose details of any such as default to a tenancy default data base, and to agents/landlords of properties I may apply for in the future. I am aware that the Agent will use and disclose my personal information in order to: a) communicate with the owner and select a tenant b) prepare lease/tenancy documents c) allow tradesmen or equivalent organisations to contact me d) lodge/claim/transfer to/from a Bond Authority e) refer to Tribunals/Courts & Statutory Authorities (where applicable)

f) refer to collection agents/lawyers (where applicable) g) complete a credit card check with TICA (tica.com.au)

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.

Signature:

Date:

5. UTILITY CONNECTIONS



Direct Connect is a FREE service that can connect you to the following utilities and services in your new home



YES

» I/we consent to Ray White Dorrigo/ Bellingen providing my personal information details to Direct Connect which will include my name, address, email and phone number to be contacted in relation to my/our utilities and service connections

» This includes obtaining metering information for the premises I am moving to

Signature

Date

5. APPLICANT HISTORY

How long have you lived at your current address?

Why are you leaving this address?

Landlord/Agent details of this property (if applicable)

Name of landlord or agent:

Landlord/agent's phone/fax no.

Weekly Rent Paid

What was your previous residential address?

How long did you live at this address?

Landlord/Agent details of this property (if applicable)

Name of landlord or agent:

Landlord/agent's phone/fax no

Weekly Rent Paid

Was the bond refunded in Full? If not why not?

6. EMPLOYMENT HISTORY; Please provide your employment details

What is your occupation?

What is the nature of your employment? Full Time, Casual etc

Employer's name & address (accountant if self employed or institution if student)

Contact Name

Phone No.

Length of Employment

Net Income

7. CONTACTS/REFERENCES;

Please provide a contact in case of emergency

Surname

Given Name/s

Relationship to you

Phone No.

Please provide 2 personal references (not related to you)

Surname

Given Name/s

Relationship to you

Phone No.

Surname

Given Name/s

Relationship to you

Phone No.

8. 100 POINTS OF IDENTIFICATION; Please attach to your application a copy of your chosen ID.

Australian Drivers Licence – 40 Points	<input type="checkbox"/>	Passport - 30 Points	<input type="checkbox"/>	18+ Card – 30 Points	<input type="checkbox"/>
Other Photo ID – 30 Points	<input type="checkbox"/>	Pay Slips – 20 Points	<input type="checkbox"/>	Medicare Card – 10 Points	<input type="checkbox"/>
Bill or Statement to previous address – 10 Points	<input type="checkbox"/>	Credit or Debit Card – 10 Points	<input type="checkbox"/>	Rent Receipt (Max 4) – 10 Points	<input type="checkbox"/>

**PLEASE COMPLETE & RETURN THE FORM IN FULL (INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED)
AND ATTACH/PROVIDE A COPY OF REQUIRED SUPPORTING DOCUMENTATION WITH YOUR SUBMISSION**