

Wal Pavey Real Estate

144 Adelaide Street, Maryborough Q 4650

Ph 41233555 Fax 41234031

Residential Tenancy Application

Proposed Property: _____ Rent per Week \$ _____

Length of Tenancy: _____ months/Tenancy to Commence _____

Applicant

Surname: _____ Other Names: _____

Have you ever been known as another name? (eg maiden name) _____

Date of Birth: _____ Driver's Licence Number: _____

18+ Card Number: _____ Medicare Number: _____

Vehicle Registration Number: _____ Make & Model: _____

Current Address: _____

Home Phone Number: _____ Work Phone Number: _____

Mobile Phone Number: _____ Email address: _____

Will dependants reside at the property: Yes/NO (Circle applicable response)

If "Yes", their Names & Ages: (eg John Robert Jones - 7) _____

Do you have any Pets? Yes/No Type: _____ Breed: _____ Number: _____

Are they Registered? Yes/No Registration details: _____

Do you own a lawnmower? Yes/No Are you a smoker? Yes/No

The Properties managed by this office may be protected by Landlord Insurance and/or Landlord Assistance Plan. Before any applications will be considered, each applicant must achieve a minimum of 100 points:

Points	Source	Points	Source
50	Copy of Rates Notice if you have owned your own property.	20	Minimum 2 references from previous landlord/agent
40	Drivers Licence	30	Photo ID
30	Passport	10	Copy phone, gas, power a/c's each
50	Your last FOUR (4) rent receipts	10	Current vehicle registration papers
10	Copy of birth certificate		Total number of points

If you are Employed:

Employer's Name/Company: _____

Address: _____ Phone: _____

Length of Employment: _____ Nett weekly income: \$ _____

Please supply proof of income e.g wage slip or letter from employer.

If you are a Student:

Name of Institution: _____

Faculty/Department: _____ Student ID Number: _____

Income Source: _____ Nett weekly income: \$ _____

If you receive a Centrelink Payment:

Type of payment: _____ Customer Reference No.(CRN) _____

Please supply Income Statement from Centrelink.

Your History (Please supply details of where you have lived for the previous 2 years)

Current Landlord/Agent/Owner

Name: _____ Phone: _____

Address of Property Rented/Owned: _____

Rent per week & period rented/lived: _____

Bond refunded? Yes/No If No, why not?: _____

Reason for leaving: _____

Previous Landlord/Agent/Owner

Name: _____ Phone: _____

Address of Property rented/lived: _____

Rent per week & period rented/lived: _____

Bond refunded? Yes/No If No, why not?: _____

Reason for leaving: _____

Your References

Personal Referees (Do not include relatives)

(1) Name: _____ Phone: _____

Address: _____

(2) Name: _____ Phone: _____

Address: _____

Name of Relatives or other persons to contact in case of emergency

(1) Name: _____ Phone: _____

Address: _____

(2) Name: _____ Phone: _____

Address: _____



Management / Leasing Appointment Agreements

PRIVACY ACT 1988

NOTICE OF COLLECTION OF PERSONAL INFORMATION

The Agent use will only use personal information collected from the Client, including personal information included in the property management appointment form, to:

- act as the Client's agent and to provide the services contemplated under the appointment agreement;
- promote services of the Agent or third parties (such as insurance services) to the Client;
- service and advise other existing and potential clients (by comparing rental properties) ; and
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(insert any additional purposes)

The Agent may, to the extent necessary to carry out its appointment or as otherwise permitted by the Privacy Act, disclose such information to third parties including to potential and current tenants, newspaper and other media organizations, persons engaged to maintain or repair the property, owners' corporations, and government and statutory bodies. The Agent may also disclose details of a tenancy to other existing or potential clients in order to promote or provide services to those clients.

The Client can gain access to any personal information which the Agent holds about the Client, by contacting the Agent. The Agent's contact details are provided in the appointment form. The Agent may refuse access to such information in the limited circumstances provided for in the Privacy Act. The Agent may charge the Client a reasonable fee to provide the requested access.

The Agent will take all reasonable steps to correct any information which the Client shows to be inaccurate, incomplete or out-of-date.

Real estate and tax laws require some of the information described in the appointment form to be collected. If certain information is not provided, the Agent may not be able to act effectively on the Client's behalf or act for the Client at all.

Wal Pavey Real Estate
144 Adelaide Street, Maryborough
Ph: 07 4123 3555 Fax: 07 4123 4031

RENTAL REFERENCE REQUEST

In accordance with the Privacy Act, I/we the undersigned authorise recipient of this facsimile/request to give information to Wal Pavey Real Estate, regarding my/our rental history. I/we understand this information will be used to assess my/our application to rent.

Landlord / Agent: _____ Ph: _____ Fax: _____

Name/s: _____

Signature/s: _____

Date Signed: ____ / ____ / ____

Address of property rented: _____

OFFICE USE ONLY

All information supplied to Wal Pavey Real Estate is treated confidentially

Please complete the following to the best of your knowledge relating to the above mentioned, and return the completed form via facsimile together with Tenant Rent Ledger.

Was this applicant/s listed as a tenant? Yes No

Was the applicant/s the sole lease holder? Yes No

Did your office terminate the tenancy? Yes No

If yes, why? _____

Was the tenant ever in arrears? Yes No

How many Notices to Remedy Breach issued? _____

How many Notices to Leave issued? _____

Was the property well maintained by the tenant/s? Yes No

Were any pets kept on the property? Yes No

Was a Notice to Remedy Breach ever issued (other than arrears)? Yes No

If yes, why? _____

Was a Notice to Leave ever issued (other than arrears)? Yes No

If yes, why? _____

Were there any deductions from the bond? _____

If yes, why? _____

Would you rent to this applicant/s again? Yes No

Period of occupancy: ____ / ____ / ____ to ____ / ____ / ____

Weekly rent amount paid: \$ _____

Additional Comment: _____

