

Privacy act acknowledgment and consent

In accordance with section 18n (1) (b) of the Privacy Act, I authorise you to give information to, and obtain information from all credit providers, previous Lessors and Letting Agents and referees named in this application. I understand this can include information about my credit worthiness, credit standing, and credit history or credit capacity. I authorise Professionals Southport to collect information about me from any Tenancy Default Database. I understand this information may be used to assess my application. I authorise Professionals Southport to disclose to the Lessor of the property listed in this application, any information it collects about me.

Applicant 1. Full Name: _____

Applicant signature: _____

Supporting documentation must be copied and lodged with your application

Please note that our office does not offer a photocopying service.

You must provide us with copies of all required documents to support your application

Please allow 2 business days for your application to be processed. If you don't supply the sufficient information as required in the application form, this will delay the process and the property may be let to another applicant. All applications are referred to the 'Tenancy Information Centre of Australia (TICA). Should a positive I.D be received by TICA, your application/s may be rejected.

Should you be approved you will immediately be required to pay deposit, equal to one weeks rent. Please note: A deposit may be forfeited to the prospective Lessor if the tenants do not within the option period a) exercise the option to enter into an agreement for the premises b) fail to notify the prospective Lessor/Agent of the intention not to exercise the option or fail to take necessary and reasonable steps to enter into the agreement, as per section 87 of the Residential Tenancies Act 1994.

Upon acceptance/approval of your application, an appointment will be set to sign all associated tenancy documents and receipt monies for the property. On the lease start date, you will be able to collect the keys for the property, provided that the bond and first 2 (two) weeks rent has been paid. We cannot provide possession of the property until the lease start date. All bond monies and rent in advance must be paid in cleared funds prior to collection the keys to the property.

Our preferred method of payments is direct credit to our Rental Trust Account, by way of online transfer or scheduled transfer (direct debit) for your nominated bank account. You will be required to contact your financial institution and set up the direct debit and provide them with our Trust Account details.

A. APPLICATION DETAILS

Address of property your applying for:

Lease commencement date: DATE/ MONTH/ YEAR

Weekly Rent : \$ _____ Lease term: _____

How many tenants will occupy the property?

Adults	Children	Ages of children
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Please provide details of any pets:

Breed: _____

Council registration No: _____

B. PERSONAL DETAILS

Mr / Ms /Miss /Mrs /Other _____

Surname: _____

Givens Name/s: _____

Date of Birth: _____

Driver's licence No: _____

Driver's licence state & expiry date: _____

Passport No: _____

Mobile/Home Phone No: _____

Work Phone No: _____

Email address: _____

C. APPLICANT'S RENTAL HISTORY

Your Current Address: _____

How long have your lived at your current address?

Why are you leaving this address? _____

Weekly Rent Paid: \$ _____

Landlord/Agent's Name(s): _____

Landlord/Agent's Phone No: _____

Landlord/Agent's email: _____

APPLICANT'S RENTAL HISTORY Continued..

What was your previous residential address?

How long did you live at this address?

Weekly Rent Paid: \$ _____

Landlord/Agent's Name(s): _____

Landlord/Agent's Phone No: _____

Landlord/Agent's email: _____

Was bond refunded in Full? Yes / No

If not, why not? _____

D. EMPLOYMENT DETAILS

What is your current occupation?

What is the nature of your employment? (circle)

Full Time

Part Time

Casual

Length of employment: _____

Employer's Name: _____

Contact name: _____

Contact Phone: _____

Employer's address _____

Employer's email: _____

Net income: \$ _____

E. REFERENCES

Please provide 2 professional references:

Referee 1 Name: _____

Phone: _____

Email: _____

Referee 2 Name: _____

Phone: _____

Email: _____

Other information /Notes



F. 100 POINTS OF ID REQUIRED

We require 100 points of ID.

You must have:

1. A current driver's licence or other photo ID
2. Current proof of income
3. Current rent ledger (if renting)

Application without 100 points of ID will not be accepted.

We do not provide a photocopying service

Your 100 point ID checklist (please cross off)

Document category	Points	Cross (X)
Driver license	40 points	
Passport	40 points	
Birth Certificate/Extract	30 points	
Other Photo ID	30 points	
Current proof of income	30 points	
Previous landlord reference	20 points	
Rent ledger from other agent	20 points	
Vehicle registration certificate	10 points	
Bank statement/ Bank card	10 points	
Phone/electricity/Gas account	10 points	
Pension Card	10 points	
Medicare/ Health care card	10 points	
Rates notice (proof of ownership)	20 points	
Total points		

G. UTILITY CONNECTIONS - Optional

FREE Utility Connection Service - with a difference!



- ✓ Access to genuinely discounted utility offers
- ✓ Choose your providers in your own time
- ✓ Save time and not have to speak with a call centre
- ✓ Connect all your services in around 3 minutes on your mobile or computer
- ✓ Sign up to receive a **FREE domino's voucher for 2 pizzas, garlic bread and drink, delivered!!**

Up on your tenancy approval, we will send you personal invitation to a link for your 3 min online sign up.

Move me in is a FREE utilities connection service that offers you great discounted deals, saving you money right from the start. Other companies may have only ever offered you the standard off the shelf utility plans but Move Me In presents you with a selection of utility providers to choose from on our quick and easy online portal, so you can pick the discounted plan that suites you best.

Yes, I would like utility connection assistance

E: support@movemein.com.au

P: 1300 911 947 www.movemein.com.au

H. 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 Agent of my current or previous residence.
- b) My personal referees and employer/s.
- c) Any record listing or database of defaults by tenants;

If I default under a rental agreement, I agree that the Agent may disclose details of my such default to a tenancy default database, 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 tradespeople 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 check with TICA (Tenancy Information Centre Australia)

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 can not provide me with the lease/tenancy of the premises.

Signature

Date

