

TENANCY APPLICANTS

This office is a member of:-

TENANCY INFORMATION CENTRE AUSTRALIA PTY LTD,
THE TENANT REFERENCE ASSOCIATION, NATIONAL TENANCY DATABASE & RP DATA
All applicants for tenancy with this office are processed through these databases.

Appropriate Identification:

Each applicant is required to provide a minimum of 100 checkpoints using the following as a guide:

- Last four rent receipts	50 points
- Drivers License	40 points
- Photo ID	30 points
- Passport	30 points
- Current motor vehicle rego papers	10 points
- Telephone, gas, electricity, water bill	10 points
- Copy of birth certificate	10 points
- Proof of Income	30 points

The landlord's decision to approve or reject your application will be based on the number and quality of references provided and a demonstrated ability to pay rent and maintain the property to an acceptable standard. Therefore, please complete the application to the best of your ability, providing as much information and supporting documents or references as possible.

ON APPROVAL OF APPLICATION, ALL MONIES FOR RENT AND BOND MUST BE PAID IN CASH or BANK CHEQUE.

Our office reserves the right to allow for any changes or addition to the above. Should an applicant fail to provide the above details, the application may not be processed.

IT IS A POLICY OF THIS AGENCY THAT BEFORE SUBMITTING AN APPLICATION FORM, YOU MUST VIEW THE PROPERTY FIRST

THIS FORM MUST BE SIGNED FOR US TO PROCESS YOUR APPLICATION

**PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS
FOR ANNEXURE TO APPLICATION FOR TENANCY**

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organisation may access a database/s. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles our office discloses that in addition to information being supplied to a database company other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government departments, other landlords or agents and trades people.

I/we the said applicant/s declare that I/we give my/our permission to the agent to collect my/our information, including my/our current photograph identification and pass such information onto TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia. I/we authorise this agent to provide any information about me to TRA/Landlord/Video store, for the purpose of that check. I/we further give my/our permission for my/our information and photograph identification to be provided to any other tenancy database for the assessment of my/our tenancy application. I/we further give consent to the member of the Database Company to contact any of my/our referees provided by me/us in my/our tenancy application.

I/we agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database my/our information may be recorded as making an inquiry.

I/we agree that in the event of a default occurring under a tenancy agreement I/we give my/our permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I/we further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I/we understand that TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia are database companies that allow their member's access to information accumulated from members about tenants who have breached their tenancy agreements.

I/we agree and understand that should I/we fail to provide the database member with the information including photograph identification and acknowledgements required the database member may elect not to proceed with my/our tenancy application. I/we agree and understand that a listing with TICA Default Tenancy Control Pty Ltd, RP Data or Tenancy Reference Australia could have an adverse effect on my/our ability to obtain future rental accommodation.

Should this agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step to which the former agent could have taken.

I/we acknowledge and understand that TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia can be contacted and the database member will provide me with all relevant information if requested.

Consent To Obtain Information Relating To Rental History/Employment details

I/we authorise Ray White Bella Vista to obtain information relating to my/our tenancy history, from my current and/or previous landlord and/or agent for confirmation of details supplied on this application along with confirmation of my employment details.

Applicants Name/s _____

Signed by Member

Signed by Applicants

Dated

Dated

APPLICANTS DETAILS

Address of property you are applying for: _____

Date of application: _____ Rental amount: _____

Intended commencement date: _____ For a period of _____ mths

Where did you see this property Advertised: _____

Have you viewed this property Yes / No With which agent _____

Applicant name:					
Contact numbers:	H:	W:	M:		
Email address:					
Date of Birth:			Drivers Licence:		
Current Employer:					
Your position:				Phone no.	
Period of Employment:			Approx income p/w:		
Previous Employer:					
Your position:				Phone no.	
Period of Employment:			Approx income p/w:		
Additional income or benefits received:					
Present Address:					
Are you currently renting this property:		YES	NO	Current rent p/w:	
Agents Name:				Agents phone no.:	
How long have you live there:	Years	Mths			
Reason for leaving:					
Previous Address:					
Were you renting this property:		YES	NO	Current rent p/w:	
Agents Name:				Agents phone no.:	
How long have you live there:	Years	Mths			
Reason for leaving:					
Personal Reference:		Name:			
Address:				Phone:	
Emergency Contact Details:		Name:			
Address:				Phone:	
Total number of occupants who will be living in this property:				Adults	Children
Pets:	YES	NO			
		Type of animal and Breed:			
Do you own a motor vehicle:		YES	NO	Registration number:	
Is this vehicle -	Leased	Owned	Company	Financed	Other
If Self Employed:		Company/Business name:			
ABN Number:			How long in this business:		
Your accountants details:	Name:			Phone:	
(You must supply your Tax Returns for the last 2-5 years if you are self employed)					

Applicants Signature _____