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RESIDENTIAL TENANCY APPLICATION

We advise all applicants that this office is a member of **TICA** and all applicant's details will be verified

Tenants agree to provide the following information to assist in the processing of this application and agree that the agent may photocopy any item and retain as part of this application

Identity of Applicants

All Applicants must supply at least 3 forms of identification (see below). Applicants should also include previous 4 rental receipts where applicable.

Drivers Licence, Photo Identification, Passport, Birth Certificate, Telephone Account, Electricity or gas Account, Income Tax assessment, Bank Statement, Pension Cards, Medicare Card, Over 18 Card

Proof of income

Wage Earners – copies of the most recent payslips covering a minimum of 4 weeks employment

Self employed – letter from accountant confirming income or a copy of a bank statement showing the last four weeks income

Centrelink income – a Centrelink statement showing the current payments and bank statement showing these deposits

Self funded – letter from accountant confirming income or a copy of a bank statement

We require 2 weeks rent in advance and equivalent to 4 weeks rent for the Bond prior to commencement of Tenancy. (PAYMENT BY CASH OR BANK CHEQUE ONLY).

Should you have any problems in obtaining sufficient identification, please see our Property Manager or if there is any part of the application that you do not understand or cannot complete, please discuss the situation with the Property Manager.

UTOPIA RENTALS - APPLICATION FOR TENANCY

Address of Premises Applied For:

.....\$..... p/wk

Name of Applicants.....

Date required..... **Term** (Please Circle) 6 months / 12 months / Other.....

Number of Persons Who Will Occupy the Premises:.....

Number of Adults:..... Number of Children:.....

(Names and Ages of Children).....

Do You Have Animals?..... If **Yes**, How Many.....Indoor/Outdoor (Please Circle)

Type/Breed.....

Do you have references for your pet?.....If yes please include with your application

Please indicate method of Bond Payment (Please Circle) Cash/Bank Cheque

PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS

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 organization may access a database. 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 the database member discloses that in addition to information supplied to a database company other organizations may receive information from time to time. Other organizations may include debt collection agencies, insurance companies, government departments and other landlord or agents.

I/we the said applicant/s declare that I/we give my/our permission to the agent to collect my/our information onto TICA Default Tenancy Control Pty Ltd. I/we further give my/our permission for my/our information 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 is a database company that allows its members access to information accumulated from members about tenants who have breached their tenancy agreements.

I/we agree and understand that should I fail to provide the database member with the information 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 could have an adverse effect on my/our ability to obtain future rental accommodation.

I/we acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 1902220346. I/we agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at \$5.45 per minute inclusive of GST.

Applicants Name/s _____

Signed by Applicants _____

Date _____

1st Applicant Details

Applicants Full Name:

Date of Birth: Home Phone No:..... Mobile No:.....

Drivers Licence No:..... Vehicle Registration No:.....

Email address:

Present Address:.....

Name & Address of Agent/Owner.....

Phone No:.....Period of Occupancy:..... Rent Paid:.....

Reason for Leaving:.....

Have you ever been evicted from a rental property by any agent or owner?.....

If yes, reason why ?.....

Is there any reason known to you that would affect you rent payment ?

.....

Previous Rental History (Do Not Include Present Address)

Name And Address Of Previous Agent / Owner.....

..... Phone ().....

Address Of Previous Rented Property

Period of Occupancy.....from.....to.....Rent Paid

.....
Name And Address Of Previous Agent / Owner.....

..... Phone ().....

Address Of Previous Rented Property

Period of Occupancy.....from.....to.....Rent Paid

.....
Name And Address Of Previous Agent / Owner.....

..... Phone ().....

Address Of Previous Rented Property

Period of Occupancy.....from.....to.....Rent Paid

No Previous or Current Rental History???????

Do you or did you own your own home?..... *(If Yes, please provide the following details)*

Name of Agent..... Phone Number

Address of Property Sold When Was This Property Sold?

Income & Employment Details

Occupation: Work Phone No:

Employers Name:

Employers Address:

Period of Employment: Net Income P/W:

Other Income (Please State).....

If currently unemployed please provide details of centerlink payments:

Payment Type.....Net payment \$..... weekly/fortnightly

If Self Employed please supply 2 business references:

1)Name/Organisation.....Contact No.....

2)Name/Organisation.....Contact No.....

Previous Employment History

(If employed for less than 6 months)

Employers Name.....

Employers Address Phone ().....

Period Of Employment.....fromto.....

Employers Name.....

Employers Address Phone ().....

Period Of Employment.....from.....to.....

In case of Emergency Name & Address of Friend or Relative:

Name..... Phone:

Address.....

I HEREBY CONFIRM THE ABOVE INFORMATION TO THE BEST OF MY KNOWLEDGE TO BE TRUE AND CORRECT IN EVERY DETAIL AND CONFIRM MY APPROVAL TO ANY OF THIS INFORMATION BEING VERIFIED BY THE LANDLORD OR THEIR AGENT.

Applicant's Signature **Date**

**TO AVOID DISAPPOINTMENT
PLEASE ENSURE THAT ALL SECTIONS OF THE
TENANCY APPLICATION HAVE BEEN COMPLETED SO
YOUR APPLICATION CAN BE PROCESSED WITHOUT DELAY**

2nd Applicant Details

Applicants Full Name:.....

Date of Birth: Home Phone No:..... Mobile No:.....

Drivers Licence No:..... Vehicle Registration No:.....

Email address:

Present Address:.....

Name & Address of Agent/Owner.....

Phone No:..... Period of Occupancy:..... Rent Paid:.....

Reason for Leaving:.....

Have you ever been evicted from a rental property by any agent or owner?.....

If yes, reason why ?.....

Is there any reason known to you that would affect you rent payment ?

.....

Previous Rental History (Do Not Include Present Address)

Name And Address Of Previous Agent / Owner.....

..... Phone ()

Address Of Previous Rented Property

Period of Occupancy..... from..... to..... Rent Paid

.....
Name And Address Of Previous Agent / Owner.....

..... Phone ()

Address Of Previous Rented Property

Period of Occupancy..... from..... to..... Rent Paid

.....
Name And Address Of Previous Agent / Owner.....

..... Phone ()

Address Of Previous Rented Property

Period of Occupancy..... from..... to..... Rent Paid

No Previous or Current Rental History ?

Do you or did you own your own home?..... *(If Yes, please provide the following details)*

Name of Agent..... Phone Number

Address of Property Sold When Was This Property Sold?

Income & Employment Details

Occupation: Work Phone No:

Employers Name:

Employers Address:

Period of Employment: Net Income P/W: \$.....

Other Income (Please State).....

If currently unemployed please provide details of centrelink payments:

Payment Type.....Net payment \$..... weekly/fortnightly

If Self Employed please supply 2 business references:

1)Name/Organisation.....Contact No.....

2)Name/Organisation.....Contact No.....

Previous Employment History

(If employed for less than 6 mths)

Employers Name.....

Employers Address Phone ().....

Period Of Employment.....fromto.....

Employers Name.....

Employers Address Phone ().....

Period Of Employment.....from.....to.....

In case of Emergency Name & Address of Friend or Relative:

Name..... Phone:

Address.....

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