

RESIDENTIAL TENANCY APPLICATION FORM

A. PROPERTY DETAILS

Property Address

 Postcode

Lease commencement date Lease Term
 Years Months

No. occupying the property?
 Adults Children

B. PERSONAL DETAILS

Applicant Name
 Title First Name
 Surname

Date of Birth

Driver's licence no. (or 18+ card) Driver's licence state

Passport number Passport country

Home Phone (Landline) Mobile Phone

Work Phone Fax

Email address

Current Address

 Postcode

C. NEXT OF KIN

Next of Kin / Emergency Contact

First Name Surname

Relationship Phone (Landline)

Address

 Postcode

D. CURRENT TENANCY DETAILS

Length of time at current address
 Years Months

Reason for leaving

Name of Landlord or Agent

Phone Number (Landline)

E. PREVIOUS RENTAL HISTORY

Previous Address

 Postcode

Length of time at previous address
 Years Months

Reason for leaving

Name of Landlord or Agent

Phone Number (Landline)

F. FREE UTILITY CONNECTION SERVICE

OFFICE CODE: NNARR01

To save you time and hassle when you're moving house, Ray White can help you arrange your utility connections through UtilityOne:

It's a FREE service and there's NO obligation. If approved your agent will send the front page of this application to UtilityOne, A friendly representative will then call you and explain how the service works. Then, IF you would like help arranging your connections, we will confirm the details with you at that time.

If you DO NOT wish to be contacted by UtilityOne please tick the below box

NO, Please do not contact me

Utility connection services are provided by:



Phone: 13 18 19 Email: contact@utilityone.com.au
 Fax: 1300 73 18 19 Web: www.utilityone.com.au

UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply

PROPERTY MANAGER NAME

G. CURRENT EMPLOYMENT

Occupation	Employer's Name
<input type="text"/>	<input type="text"/>
Employers Address	
<input type="text"/>	
Postcode	
<input type="text"/>	<input type="text"/>
Contact Name (payroll/manager)	Contact number (landline)
<input type="text"/>	<input type="text"/>
Length of employment	Net income
Years Months	\$ <input type="text"/>

H. SELF EMPLOYED BUSINESS DETAILS

Company Name	
<input type="text"/>	
Business Type	
<input type="text"/>	
Business Address	
<input type="text"/>	
Postcode	
Position Held	ABN
<input type="text"/>	<input type="text"/>
Accountant's Name	Phone (Landline)
<input type="text"/>	<input type="text"/>
Net Income	
\$ <input type="text"/>	

I. PREVIOUS EMPLOYMENT

Occupation	Employer's Name
<input type="text"/>	<input type="text"/>
Employer's Address	
<input type="text"/>	
Postcode	
Contact Name (Manager/Payroll)	Phone Number (Landline)
<input type="text"/>	<input type="text"/>
Length of Employment	Net Income
Years Months	\$ <input type="text"/>

J. STUDENT DETAILS (if applicable)

Place of Study	
<input type="text"/>	
Course Name	
<input type="text"/>	
Course Length	Enrolment Number
<input type="text"/>	<input type="text"/>

Parent's Name	Parent's Phone (Landline)
<input type="text"/>	<input type="text"/>
Parent's Address	
<input type="text"/>	
Postcode	
Campus Contact	Phone Number (Landline)
<input type="text"/>	<input type="text"/>
Course Co-ordinator	Phone Number (Landline)
<input type="text"/>	<input type="text"/>

K. OTHER INFORMATION

Current rent paid per week	Previous rent paid per week
\$ <input type="text"/>	\$ <input type="text"/>
Car Registration	Do you have pets?
<input type="text"/>	YES / NO
If yes, please specify breed and type	
<input type="text"/>	

L. PERSONAL REFEREES

Reference Name (1)	Relationship
<input type="text"/>	<input type="text"/>
Landline	Mobile
<input type="text"/>	<input type="text"/>
Reference Name (2)	Relationship
<input type="text"/>	<input type="text"/>
Landline	Mobile
<input type="text"/>	<input type="text"/>

M. PLEASE ANSWER THE FOLLOWING:

	Yes	No
Have any of your previous tenancies been terminated?	<input type="checkbox"/>	<input type="checkbox"/>
Are you in debt to another lessor or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Is there any existing reason that would affect your rent payment?	<input type="checkbox"/>	<input type="checkbox"/>

If you answered yes to any of the above, please provide details below:

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

PRIVACY STATEMENT

PRIVACY DISCLOSURE STATEMENT OF RAY WHITE Professional Property Management

We are an independently owned and operated business. We are bound by the National Privacy Principals. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the landlord's insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our privacy officer (see contact details above). If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

PRIVACY DISCLOSURE STATEMENT FOR TENANT RELATED DATABASES

We will disclose your tenancy information to any defaulting tenant database used by this agency as part of the normal processing of your tenancy application.

Signature

Date

PRIVACY CONSENT

I the Applicant acknowledge that I have read the Privacy Notice of Ray White Real Estate. I authorise Ray White Real Estate to collect information about me from:

- (a) My Previous letting agents and/or landlords;
- (b) My personal referees;
- (c) Any Tenancy Default Database which may contain personal information about me. I also authorize Ray White Real Estate to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

I authorize Ray White Real Estate to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, body corporates, other agents and tenancy default databases.

If box in Section F is not ticked, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Signature

Date

Application Subject to Consent

Processing of this application will not commence unless all sections have been completed and relevant documentation provided at the time of submission of the application to the agency.

DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay the following amounts:

\$ per week. Equivalent to \$ per calendar month. (NB. Per calendar monthly rental must be approved by the Investor)

First payment of rent in advance	\$ <input type="text"/>	
Rental bond	\$ <input type="text"/>	
Tenant's share of cost of preparing tenancy agreement	\$ <input type="text"/>	(NSW ONLY)
Sub Total	\$ <input type="text"/>	
Less: deduct Reservation / Holding Fee (see above)	\$ <input type="text"/>	
Amount payable on signing tenancy agreement (Money order or bank cheque only)	\$ <input type="text"/>	

I acknowledge that this application is subject to the approval of the investor. 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 satisfied with the current condition and cleanliness of the property.

Signature

Date

OFFICE USE ONLY

100 Point of Identification Check

The following identification has been photocopied and is attached to this application:

IDENTIFICATION	POINTS	INITIAL
Drivers Licence	40	
Passport	40	
Other Photo ID	30	
Current Wage Advice	20	
Previous Tenancy Reference	20	
Previous 2 Rent Receipts	20	

IDENTIFICATION	POINTS	INITIAL
Motor Vehicle Registration Certificate	10	
Bank Statement	10	
Telephone Account	10	
Electricity Account	10	
Gas Account	10	
Property Manager:		Date:

Property Manager Check List

	✓	INITIAL
Personal references checked		
Tenancy database checked		
Previous agent/lessor checked		
Employment checked		

	✓	INITIAL
Lessor notified – approved		
Applicant notified		
Faxed UtilityOne		
Property Manager:		Date: