

COLLEGE PARK - TENANCY APPLICATION FORM

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RENTAL PROPERTY DETAILS:

Address: /5 Assembly Drive, Varsity Lakes, Qld, 4227

Lease commencement date..... Lease term: 6 months fixed term

Rent per week:..... Bond amount (4 weeks rent).....

Names of all other occupants for the property.....

Names and ages of any children to occupy the property.....

PERSONAL DETAILS:

Given Name(s)..... Surname.....

Current Address.....

Home Phone..... Work Phone.....

Mobile..... Fax.....

Email..... Date of Birth.....

Drivers Licence No..... Drivers Licence State.....

Passport No..... Passport Country.....

NEXT OF KIN / EMERGENCY CONTACT:

Given Name(s)..... Surname.....

Relationship.....

Address.....

Phone..... Mobile..... Email.....

CURRENT TENANCY DETAILS:

Length of time at current address..... Rent Paid.....

Reason for leaving.....

Name of Landlord / Agent..... Phone.....

..... Mobile.....

PREVIOUS RENTAL HISTORY 1:

Previous Address.....

Length of time at above address: From..... to..... Rent Paid.....

Name of Landlord / Agent..... Phone.....

Was Bond refunded in full? Yes No Mobile.....

If No, please specify reasons why.....

PREVIOUS RENTAL HISTORY 2 (IF CURRENT TENANCY IS LESS THAN 6 MONTHS):

Previous Address.....

Length of time at above address: From..... To..... Rent Paid.....

Name of Landlord / Agent..... Phone.....

Was Bond refunded in full? Yes No Mobile.....

If No, please specify reasons why.....

CURRENT EMPLOYMENT DETAILS:

Occupation..... Current Employer.....

Employer's Address.....

Contact Name (payroll / manager)..... Contact Number.....

Length of Employment.....

PREVIOUS EMPLOYMENT (IF CURRENT EMPLOYMENT IS LESS THAN 6 MONTHS):

Occupation..... Current Employer.....

Employer's Address.....

Contact Name (payroll / manager)..... Contact Number.....

Length of Employment.....

SELF EMPLOYMENT DETAILS:

Company Name..... Business Type.....
 Business Address.....
 Position Held..... ABN.....
 Accountant Name..... Phone.....
 Accountant Address.....

REFEREES:

Business referee..... Relationship.....
 Phone..... Mobile.....
 Personal referee..... Relationship.....
 Phone..... Mobile.....

PRIVACY STATEMENT:**PRIVACY DISCLOSURE STATEMENT**

We are an independently owned and operated business. We are bound by the National Privacy Principles. 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 or previous 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 owner’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. 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.

CONSENT

I the Applicant acknowledge that I have read the Privacy Disclosure Statement. I authorise the Agent to collect information about me from:

1. My Previous letting agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I also authorize the Agent 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 the Agent to disclose the personal information collected 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, bodies corporate, other agents and tenancy default databases.

_____ **Applicant Name** **Signature** **Date**

DECLARATION:

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

\$..... rent per week

First payment of rent in advance (2 weeks) \$.....

Rental Bond (4 weeks) \$.....

Amount payable upon signing Tenancy Agreement \$.....

I wish to apply for tenancy for a period of: **6 months** commencing / /

I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application 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.

_____ **Applicant Name** **Signature** **Date**

(One application to be completed per person)

100 POINT IDENTIFICATION CHECK:

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

PLEASE NOTE: YOU MUST INCLUDE AT LEAST ONE (1) ITEM FROM EACH SECTION

Section 1:

Drivers Licence	40
Passport	40
Other Photo ID	20

Section 2:

Current Wage Advice	30
Previous Written Tenancy Reference/Ledger	30

Section 3:

Previous 2 Rent Receipts	20
Motor Vehicle Registration certificate	10
Medicare Card	10
Current Bank Statement	10
Telephone Account	10
Electricity Account	10
Gas Account	10

TOTAL POINTS _____

Lew and Kaye Matthews

Property Managers

Signature

Date