



12 LAGOON STREET, GOULBURN NSW 2580

Ph: 4822 5737 Fax: 4822 5738 Email: welshre@bigpond.com

ABN 12 566 219 255

APPLICATION FOR TENANCY

ADDRESS APPLIED FOR _____

OFFICE USE ONLY

APPROVED

YES / NO

LEASE LENGTH _____

START DATE _____

RENT PER WEEK \$ _____

HOLDING DEPOSIT PAID YES / NO

GRAEME WELSH REAL ESTATE – 12 LAGOON STREET GOULBURN PH 4822 5737

APPLICATION FOR TENANCY

ADDRESS OF PREMISES APPLIED FOR _____

NO. OF PERSONS TO OCCUPY THE PREMISES – Adult/s ___ **Children** ___ **Age/s** _____

PETS - Yes/ No - If Yes – Type/s _____

PERSONAL DETAILS

Full Name/s **1.** _____ Licence _____

D.O.B. _____ Mobile _____

2. _____ Licence _____

D.O.B. _____ Mobile _____

Home Phone _____ Car Rego _____ Email _____

In case of Emergency details of next of kin Name _____ Contact _____

RENTAL DETAILS

Current Address _____

Current Agent _____ Phone _____

Current Rent _____ Period of Occupancy - Years _____ Months _____

Previous Address _____

Previous Agent _____ Phone _____

Previous Rent _____ Was Bond Refunded in Full? _____

EMPLOYMENT DETAILS (If unemployed state benefit received)

Current Occupation **1.** _____ Current Employer _____

Phone _____ Period of Employment – Years _____ Months _____

Current Occupation **2.** _____ Current Employer _____

Phone _____ Period of Employment – Years _____ Months _____

BUSINESS/ WORK/ CREDIT/ PERSONAL REFERENCES

1. Name _____ Phone _____

2. Name _____ Phone _____

3. Name _____ Phone _____

4. Name _____ Phone _____

SIGNATURE/S

1. _____ 2. _____

DATE _____

NOTICE TO ALL APPLICANTS

**BEFORE ANY APPLICATION WILL BE CONSIDERED, EACH APPLICANT MUST
ACHIEVE A MINIMUM OF 100 POINT IDENTIFICATION**

DRIVERS LICENCE	40 POINTS
COPY OF BIRTH CERTIFICATE	30 POINTS
LAST 4 RENT RECEIPTS	30 POINTS
PHOTO ID	30 POINTS
PASSPORT	30 POINTS
TENANCY RENT LEDGER	20 POINTS
PREVIOUS RENT RECEIPTS	20 POINTS
PAY ADVICE	15 POINTS
MEDICARE CARD	15 POINTS
BANK STATEMENTS	15 POINTS
COUNCIL or WATER RATES NOTICE	15 POINTS
HEALTH CARE CARD	15 POINTS
MOTOR VEHICLE REGISTRATION	15 POINTS
GAS ACCOUNT	15 POINTS
TELEPHONE ACCOUNT	15 POINTS
ELECTRICITY ACCOUNT	15 POINTS

TICA APPLICATION FOR TENANCY

PROPERTY ADDRESS _____

THIS APPLICATION IS MADE ON THE _____

In order to process this application all questions must be answered fully. The completion of this application is not an acceptance. Failure to fully complete this application may result in the application not being processed.

I/We the said applicant/s declare that all the information contained in this application is true and correct, and that the information is provided of my/our own freewill. I/We further authorise the agent to contact any of the referees or references supplied by me/us in this application for verification of the details provided.

I/We declare the following

1. I/We inspected the above property on the _____
2. I/We wish to apply to rent the above property for a period of _____ months commencing on _____
3. I/We agree that the rent is \$ _____ per week/fortnight/month and that the rental bond is \$ _____
4. I/We the applicant/s declare that I/we am/are not bankrupt and that I/we have not entered into any scheme of arrangement for payment of monies to any creditors. I/We further declare that I/we am/are not paying off any previous rental debt.
5. I/We authorise the agent to access and check any information that may be listed on me/us on the TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available.
6. I/We agree and understand that in the event of this application being rejected there is no requirement at law for the agent to disclose to me/us any reason for such rejection. I/We also agree that I/we will not raise any objection for not being provided a reason for any rejection of this application.
7. I/We agree and understand that in the event of this application being approved by the agent, the agent may report any defaults that may occur from time to time in the tenancy with TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available. I/we understand that in the event of a default being reported to TICA DEFAULT TENANCY DATABASE or any other tenancy database, the removal of such information is subject to the guidelines of the database companies.
8. I/We agree and understand that in the event of this application being approved all initial monies will be paid to the agent by CASH.
9. I/We agree that no keys for the property will be provided by the agent to me/us until such time as all monies owed are paid in full in accordance with clause 8 above
10. I/We agree that I/we will abide by the policies of the office of the agent as may be provided to me/us in relation to this tenancy.
11. I/We agree to allow the agent to photocopy the information supplied by me/us for their records.
12. I/We agree that upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both the landlord and the tenant. I/We further agree that I/We will sign the Tenancy Agreement, and be bound by the terms and conditions of the Tenancy Agreement.

Applicants Signature

Agents Signature

PERSONAL DETAILS CONTINUED

The following questions must be answered

1. Has your tenancy ever been terminated by a landlord or agent Yes/No
If yes give details _____
2. Have you ever been refused a property by any landlord or agent Yes/No
If yes give details _____
3. Are you in debt to another landlord or agent Yes/No
If yes give details _____
4. Have any deductions ever been made from your rental bond Yes/No
If yes give details _____
5. Is there any reason known to you that would effect your future rental payments Yes/No
If yes give details _____
6. I acknowledge that the landlord and landlord's agent will rely on the truth of the above answers in assessing the application for tenancy.

OFFICE USE ONLY

RENT	\$ _____	EMPLOYMENT DETAILS CONFIRMED	<input type="checkbox"/>
BOND	\$ _____	PREVIOUS AGENTS or LANDLORDS	<input type="checkbox"/>
OTHER	\$ _____	100 POINT CHECKLIST PASSED	<input type="checkbox"/>
TOTAL	\$ _____	TICA CHECK COMPLETED BY PHONE or INTERNET	<input type="checkbox"/>
LESS DEPOSIT	\$ _____	LANDLORD CONTACTED	<input type="checkbox"/>
OWING	\$ _____	EMPLOYMENT DETAILS CONFIRMED	<input type="checkbox"/>
		ACCEPTED	<input type="checkbox"/>
		REJECTED	<input type="checkbox"/>

TICA CHECK DETAILS

APPLICANT NAME	METHOD	RESULTS	
	INTERNET CHECK	NO INFORMATION FOUND	<input type="checkbox"/>
		INFORMATION FOUND	<input type="checkbox"/>

NOTES

NAME OF LANDLORD'S AGENT: Graeme Welsh Real Estate
BUSINESS ADDRESS: 15 Lagoon Street Goulburn 2580
Address: 15 Lagoon Street Goulburn 2580

Signature of Landlord/Agent:

Date:

Signature of Applicant:

Date:

See following page 4 for disclosures, if any

PRIVACY NOTICE

The Privacy Act 1988 (Cth) regulates the collection, use, storage and disclosure of personal information of the Tenant by the Agent.

The information collected enables the Agent to properly carry out its obligations as Agent for the landlord during the course of the tenancy, including the proper administration and management of the property and the tenant and landlord relationship.

You consent to personal information being collected by the Agent pursuant to this Application. Such information will be collected from the Tenant directly or from authorised third parties (including information that is in the public domain). All personal information is stored by the Agent at its premises or at the premises of a third party service provider of the Agent. Such information may include the information provided by the Tenant in this Application, together with any other personal information of the Tenant or personal information already held by the Agent on any data base. Failure to provide all or any personal information may render the Agent unable to assess the application and/or carry out its obligations as Agent for the landlord.

The Tenant may review or correct any personal information of the Tenant held by the Agent by contacting the Agent. The Tenant may also direct any queries and complaints about the Agent's collection, use, storage or disclosure of the Tenant's personal information to the Agent.



GRAEME WELSH REAL ESTATE

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The Rental Process



Graeme Welsh Real Estate

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