



Corner Macquarie & Victoria
 Streets, Taree 2430
 Phone: (02) 6552 1132
 Fax: (02) 6551 0255
pm@mvpal.com.au

Tenancy Application

Thank you for your enquiry for our available rental properties.

Please note that the completion of this application is not an acceptance.

Failure to fully complete this application may result in a delay with the processing or dismissal of the application.

Upon approval & acceptance of your application and at the time of signing the Residential Tenancy Agreement, the following payment is required:

- 1. First two (2) weeks rent*
- 2. Bond Payment—equivalent to four (4) weeks rent*

THE FOLLOWING CHECKLIST IS PROVIDED TO ASSIST WITH THE COMPLETION OF YOUR TENANCY APPLICATION

- Each adult intending to reside at the property has completed applicant details.
- All questions on the application are answered in full.
- Attached Privacy Statement has been completed & signed.
- Copies of appropriate income details have been attached for each applicant.
- Copies of appropriate personal identification documents have been attached with originals sighted by our office staff.

PLEASE PROVIDE THE FOLLOWING TO SUPPORT YOUR APPLICATION:

Proof of Income

- Copies of your last three (3) pay slips; or
- Copy of current Centrelink Statement; or
- If self-employed, please provide a reference from your accountant.

Personal Identification

<p>One (1) of the following forms of photo identification:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Current Drivers Licence <input type="checkbox"/> Current Passport & Visa (if applicable) <input type="checkbox"/> Student ID Card <input type="checkbox"/> Proof of Age Card 	<p>Two (2) of the following forms of identification:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Medicare Card <input type="checkbox"/> Health Care Card <input type="checkbox"/> Pension Card <input type="checkbox"/> Bank statement/Debit Card <input type="checkbox"/> Motor Vehicle Registration
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Manning Valley Property and Livestock is a member of TICA tenancy default database, all tenancy applications are checked through this database service.



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FREE UTILITY CONNECTION SERVICE

 <p>MyConnect offer a completely FREE service for home movers.</p> <p>MyConnect will call you to arrange the connection of your required utilities at your new property.</p> <p><input checked="" type="checkbox"/> Yes, please contact me</p> <p><input type="checkbox"/> Interpreter required</p> <p><input type="checkbox"/> OR Tick here to opt out</p>	<p>We connect</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> Electricity</div> <div style="text-align: center;"> Gas</div> <div style="text-align: center;"> Phone</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;"> Internet</div> <div style="text-align: center;"> Pay TV</div> <div style="text-align: center;"> Plus more...</div> </div> <p>Our retailers</p> <div style="display: flex; justify-content: space-between; font-size: small;"> <div style="display: flex; gap: 5px;">     </div> <div style="display: flex; gap: 5px;">     </div> <div style="display: flex; gap: 5px; margin-top: 5px;">      </div> </div>	<p>Unless I have opted out of this section, I/we:</p> <p>Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.</p>
 1300 854 478  enquiry@myconnect.com.au  myconnect.com.au		

OFFICE USE ONLY

Application taken by:

Application fully completed: yes no

Proof of Income for ALL applicants attached: yes no

One form of photo identification for ALL applicants: yes no

Two forms of other identification (see front page) for ALL applicants: yes no

TICA database APPLICANTS NOT LISTED/LISTED

Notes:



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APPLICANT ONE EACH ADULT INTENDING TO RESIDE AT THE PROPERTY MUST COMPLETE

PERSONAL DETAILS	
TITLE: Mr Mrs Miss Ms Other	
FULL NAME: _____	
DATE OF BIRTH: _____	
PRESENT ADDRESS: _____	
PHONE: _____	MOBILE: _____
EMAIL: _____	
DRIVERS LIC NO: _____	VEHICLE REGISTRATION NO: _____
Employed Homemaker Student Retired Unemployed OCCUPANTS: Adults: _____ Children: _____ Age of Children: _____	
PETS: Yes No If yes, number & type: _____	
SMOKER(S): Yes No	
EMPLOYMENT DETAILS	
OCCUPATION: _____ DATE COMMENCED: _____	
EMPLOYER'S NAME: _____ PHONE: _____	
Full time Part-time Casual	AVERAGE WEEKLY WAGE: _____
PREVIOUS EMPLOYMENT DETAILS	
OCCUPATION: _____ DATE COMMENCED: _____	
EMPLOYER'S NAME: _____ PHONE: _____	
Full time Part-time Casual	
TENANCY HISTORY	
NAME OF LANDLORD/AGENT: _____	
PHONE: _____	FAX: _____
PROPERTY ADDRESS: _____	
REASON FOR VACATING: _____	RENT PAID: _____
PREVIOUS TENANCY HISTORY	
NAME OF LANDLORD/AGENT: _____	
PHONE: _____	FAX: _____
PROPERTY ADDRESS: _____	
REASON FOR VACATING: _____	RENT PAID: _____



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PLEASE LIST THE RENTAL PROPERTIES THAT YOU WISH TO APPLY FOR?

Address: _____

Address: _____

Address: _____

Date from which you would be available to commence a tenancy: _____

Your preferred length of lease? _____

<p>EMERGENCY CONTACT—Not residing at same address</p> <p>NAME: _____</p> <p>ADDRESS: _____</p> <p>BEST CONTACT NUMBER/S: _____</p> <p>RELATIONSHIP TO APPLICANT: _____</p>

<p>PERSONAL REFERENCES</p> <p>NAME: _____</p> <p>BEST CONTACT NUMBER/S: _____</p> <p>NAME: _____</p> <p>BEST CONTACT NUMBER/S: _____</p>
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Where did you find out about this property?

- Manning Valley Property & Livestock Website
 - Referral
 - Internet
- Other (Please specify)



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PRIVACY NOTICE

The Privacy Act 1988 (Cth) regulates the collection, use, disclosure & maintenance of personal information by the Agent from the Applicant and from third parties relating to the Applicant.

The information collected enables the Agent to identify the tenant, to assess this application and for the proper management of the landlord and tenant relationship should the application for the tenancy be successful. The personal information of the Applicant also includes personal information already held by the Agent on any database. Failure to provide all or any of the personal information renders the Agent unable to assess the application and or properly manage the landlord and tenant relationship.

The intended recipients of the information are any person to whom, body or agency to which it is usual to disclose the information to enable the agent to properly assess the application including the landlord, nominated referees, other agents, tenancy reference databases, owner's corporations and community associations and as otherwise permitted by the Privacy Act 1988 and this will include information about the Applicant's performance of its obligations pursuant to and under any Residential Tenancy Agreement entered into (particularly any failure to observe any obligations) and information collected during the term of the tenancy.

The Applicant has the right of access to the information and may do so by contacting the Agent. The Applicant has the right to correction of the information if it is not accurate, up-to-date and complete.

AUTHORITY AND DECLARATION OF APPLICANT:

In applying for rental accommodation, the applicant declares the following:

- All information contained in this application is true and correct;
- I acknowledge and consent to the Agent contacting my current/previous employer, current/previous landlord/agent and the referees named as to my suitability as a tenant;
- I acknowledge and consent to the Agent reporting details of the tenancy to any Tenancy Recording Services as the Agent deems necessary, including breaches of the tenancy agreement or positive references;
- I declare that I am not a bankrupt or an undischarged bankrupt and have not entered into any scheme of arrangement for payment for payment of monies to any creditors.
- I declare that I am not paying off any previous rental debt.
- The agent is authorised to access and check any information that may be listed on Tenancy Databases.
- It is understood that by law, if a tenancy application is unsuccessful, the Agent is not required to provide any reasons for the decision.
- All initial monies for a tenancy will be paid by cash, direct deposit/transfer or bank cheque.

APPLICANT ONE

NAME: _____

SIGNATURE: _____

APPLICANT TWO

NAME: _____

SIGNATURE: _____

DATE: _____