

## Residential Tenancy Application

Please read the following information carefully. You are asked to supply supporting documents and information with your tenancy application.

This information must be reliable and up to date.

Appropriate rental references are essential.

### HAVE YOU ATTACHED COPIES OF THE FOLLOWING?

- Photograph identification – Drivers Licence or Passport.
- Proof of last residential address – eg: Phone Bill, Electricity or Gas.
- Bank Statement (current - within the last month).
- Copy of previous lease agreement.
- 2 most recent Rental Receipts (or tenant ledger from current real estate).
- 2 current payslips or a current Centrelink income statement.

Applications will only be processed on your completed and signed tenancy application form.

Please return your application to our office in person, via post or email to Moruya Tuross Real Estate:

**72 Vulcan Street**  
**Moruya NSW 2537**

**P 02 4474 3333**  
**E [rent@moruyatuross.com.au](mailto:rent@moruyatuross.com.au)**





## Tenancy Application

Address of property applied for: .....

### Personal Details

Title: Mr/Mrs/Miss/Ms Full Name: .....

Date of Birth: / / Present Address:.....

Phone: Work:..... Home:..... Mobile: ..... Fax:.....

Email:.....

Vehicle Registration Number: ..... Driver's Licence: ..... Expiry Date: / /

Bank or Building Society: ..... Branch: .....

BSB: \_\_\_ / \_\_\_ Account Number: .....

### Employment History

Occupation:..... Date Commenced: / /

Employer's Name: .....

Address: .....

Phone:..... Mobile: ..... Fax:.....

Email: .....

Period of Employment: / / to / / Income per week: \$.....

Occupation:..... Date Commenced: / /

**Previous** Employer's Name: .....

**Previous** Employer's Address: .....

Phone:..... Mobile:..... Fax:.....

Email: .....

Period of Employment: / / to / / Income per week: \$.....

Reason for leaving:.....

### Emergency Contact

In case of emergency - name of closest living relative: .....

Address of relative: .....

Phone: Work: ..... Home: ..... Mobile: .....

Relationship to you:.....



**MORUYA TUROSS  
REAL ESTATE**

**Your Property Specialists**

**Tenancy History**

Name of present Landlord/Agent: .....

Phone: Work: ..... Mobile: ..... Fax:.....

Email:.....

**Current** Address:.....

How long at present address: / / to / / Current Rent Paid \$.....

Why are you vacating this address?.....

Name of **previous** Landlord/Agent: .....

Phone: Work: ..... Mobile: ..... Fax:.....

Email:.....

Address of **previous** premises rented: .....

How long at **previous** address: / / to / / Rent Paid \$.....

Why did you vacate this address?.....

**Personal References (Do not provide relations)**

**Reference 1:** .....

Phone – Work:..... Home:..... Fax:.....

Email: .....

Relationship to you:.....

**Reference 2:** .....

Phone – Work:..... Home:..... Fax:.....

Email: .....

Relationship to you:.....

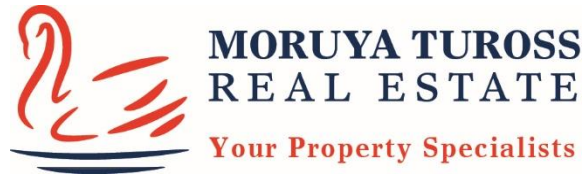
**Occupant/s Details**

Number of persons who will occupy premises:

Adults: .....Children: ..... Ages of Children:.....

Pets: YES/NO If yes Number:.....Type:.....Pet Reference/s: YES/NO

Smoker/s: YES/NO



## PRIVACY POLICY

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Applicant in this applications and during the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including to the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and/or other agents.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the address and contact numbers contained in this application. The Applicant can also correct information if it is inaccurate, incomplete or out-of-date.

If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

Note: I, the Applicant acknowledge and consent to the Agent verifying Personal and employment references and tenant history references. As the applicant I declare that the information I have provided is true and correct. As the applicant I have read the privacy statement displayed in the office.

Name of Applicant:	Date:  / /
Signature of Applicant:	