

AGENT DETAILS

North Central Real Estate Boort

41 King Street, Boort VIC 3537

Ph. 0459 140 893 Email. sharni@northcentralre.com.au

ABN: 41 440 056 776

PROPERTY DETAILS

Property Address:

Rent per week:

\$

Preferred start date:

Preferred lease term: 6 MONTHS / 12 MONTHS / OTHER:

How many tenants will occupy the property?

Adult(s): Children: Ages:

Pets: YES / NO Are pets outside only? YES / NO

Pet breed: Age:

PERSONAL DETAILS

Please give us your full details

Do you smoke? Y / N

Title: MR MRS MS MISS OTHER

Given name(s):

Surname:

Current Address:

Email address:

Mobile phone number:

Alternate phone number:

Date of birth:

Driver's licence number:

Drivers licence expiry date

Driver's licence state

Vehcile Rego (if applicable):

Vehcile Make/Model:

Passport Number:

Passport Country:

CURRENT ACCOMODATION INFORMATION

Are you the owner? YES / NO

How long did you reside here?

Reason for leaving the property?

Landlord/Agent Name:

Rent:

\$

Landlord/Agent Contact Number & Email Address:

PREVIOUS ACCOMODATION HISTROY

Previous Address 1:

Were you the? OWNER or TENANT

How long did you reside here?

Reason for leaving:

Landlord/Agent Name:

Rent:

\$

Landlord/Agent Contact Number & Email Address:

Previous Address 2:

Were you the? OWNER or TENANT

How long did you reside here?

Reason for leaving:

Landlord/Agent Name:

Rent:

\$

Landlord/Agent Contact Number & Email Address:

CURRENT EMPLOYMENT INFORMATION

Please provide your employment details

What is your occupation?

Are you employed as?

 FULL TIME PART TIME CASUAL

Employers Business Name:

Contact name:

Contact number or email:

Length of employment:

Income (after tax):

 \$

Attach two most recent payslips

IF SELF EMPLOYED

Accountant:

Contact name:

Contact number or email:

ABN:

Last financials year income:

Business Name:

PREVIOUS EMPLOYMENT INFORMATION

Please provide your employment details

What was your occupation?

Were you employed as?

 FULL TIME PART TIME CASUAL

Employers Business Name:

Contact name:

Contact number or email:

Length of employment:

Income (after tax):

 \$

IF YOU ARE A STUDENT

Institution: (eg. University or TAFE name)

Course:

Student ID:

Length of Course:

Current Year:

IF YOU RECEIVE A CENTRELINK PAYMENT

Type:

Customer Number:

Amount per fortnight:

 \$

Attach income statement

INCOME FROM AN INVESTMENT PROPERTY (if applicable)

Property Address:

Rent p/w:

 \$

Current Managing Agent:

LEGAL NEXT OF KIN

Contact name:

Relationship to you:

Contact Number & Email Address:

ADDITIONAL REFERENCES

Reference 1 - Name:

Phone number:

Email Address:

Reference 2 - Name:

Phone number:

Email Address:

TENANCY COLLECTION STATEMENT / PRIVACY STATEMENT

- If accepted for the aforementioned property I agree that all payments must be made fortnightly in full, in advance
- I have been informed, understand and agree that the bond for the property will be **equivalent to one calendar month rent**. I further agree and undertake to pay the said bond amount on or before the commencement of the residential tenancy **agreement**
- Should the Landlord of the property accept this application, I agree to pay one week rent to the letting agent within 24 hours of being accepted and sign the Residential Tenancy Agreement. This payment will hold the property for me until the commencement of the lease.
- Each adult to occupy the premises are to complete an application form for the property. Only those people listed on the lease are to occupy the premises (except children)
- Should tenants wish to change occupants, all changes must be approved by the agent (C/O the Landlord) after completing an application form.
- I, as the applicant, do solemnly and sincerely declare that I am not a bankrupt or an undischarged bankrupt and affirm that the enclosed information is true and correct.
- I have inspected within the named premises and wish to take a tenancy for such premises. I acknowledge North Central Real Estate may conduct independent reference and credit checks to this application
- This property is offered subject to the owner's approval and every effort will be made for occupation to be available at the suggested commencement date. I declare that the information supplied is true and correct and agree that the agent is permitted to make independent enquires to provide information to the Landlord for the purpose of assessing my eligibility to rent the property.
- The availability and adequacy of TV connections; telephone lines; internet services are the sole responsibility of the tenant(s) and tenants should make their own enquires as to the availability and adequacy of such services before accepting the tenancy of the property.

PRIVACY ACT ACKNOWLEDGEMENT FORM FOR TENANT APPLICANTS & APPROVED OCCUPANTS

This form provides information about how we, North Central Real Estate, handle your personal information, as required by the National Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we cannot process your application. As a professional asset manager we collect personal information about you. The information we collect can be assessed by you by contacting our office on the above numbers or addresses.

Primary Purpose

Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property. In order to assess your application we disclose your personal information to:

- > The Lessor / Owners for approval or rejection of your application
- > TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to assess the risk to our clients and verify the details provided to your tenancy application.
- > Referees to validate information supplied in your application
- > Other Real Estate Agents to assess the risk to our clients

We may also take into account any information that is disclosed to us by TICA relating to attempts by Debts Collection Agencies. Credit Providers and related person to contact or locate you.

Secondary Purpose

During and after the tenancy we may disclose your personal information to:

- > Tradespeople to contact you for repairs and maintenance of the property
- > Tribunal or courts having jurisdiction seeking orders or remedies
- > Debt collection agencies, Credit Providers and related persons to permit them to contact or locate you
- > TICA Default Tenancy Control Pty Ltd to record details of your tenancy history
- > Lessors/Owners insurer in the event of an insurance claim
- > Future rental references to other asset managers/owners

If you fail to provide your personal information and do not consent to the uses set out above we cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently we cannot provide you with the property you requested to rent.

TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the National Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN: 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquires and tenancy history. TICA Assist Pty Ltd (ABN: 28 137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the National Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by any of the following ways: phone: 190 222 0346 calls charged at \$5.45 per minute including GST (higher from mobile or pay phone) or mail: TICA Public Inquires PO BOX 120, CONCORD NSW 2137 a fee of \$14.30.

Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organisation other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and/or agencies allowed by law to obtain information from the TICA Group. The personal information that the TICA Group may hold is as follows; name, date of birth, drivers licence number, proof of age card number and/or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

Further Information About TICA

Full details about TICA can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting the TICA Group on our helpline 190 222 0346 calls charged at \$5.45 per minute including GST (higher from mobile and pay phones). If your personal information is not provided to the TICA Group the member may not proceed with assessing your application and you may not be provided with the rental property.

Applicant Name:

Applicant Signature:

Date: