

When you return your application form; you will also need to attach a copy of:

- Proof of income i.e., payslips, Centrelink statement or bank statement
- Rental ledger if currently renting

Name of applicant:			
Will any dependents reside at the property?	YES / NO	Do you have any pets?	YES / NO
If yes to dependents, please list details.		If yes, please list animal & breed	
		Are they registered?	YES / NO
		Details:	
DISCLAIMER/AUTHORITY			
<p>I, the said applicant, do solemnly declare that the information contained in this application is true and correct and that all the information was given of my own free will. I further consent to the lesser/agent contacting and/or conducting any enquiries and/or searches regarding the information and references supplied in this application I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and have read and understood the contents of this agreement and have the competence and capacity to enter into this agreement.</p> <p>I, further confirm and declare that:</p>			
1. I authorise the letting agent to attend to all details regarding the lodgment of the said rental bond with the appropriate authority			
2. I have been informed, understand, and agree that the lesser/agent will carry out an inspection on the property on a 3 monthly basis and I further warrant that I will co-operate fully to allow this inspection to be carried out on a 3 monthly basis.			
3. I have been informed, understand, and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed Tenancy Application submitted by me. I consent to the agent carrying out any enquiries necessary to process my application for tenancy			
4. I have been informed, understand, and agree should there be a requirement to commence proceeding for the recovery of rent, repairs and/or damage to the aforesaid property during the term or at the expiration of the tenancy agreement, all cost associated with these proceeding shall be able to be recovered from me.			
5. I further consent to the agent disclosing all personal information that they may hold for the purpose of listing my name with a database because of a tribunal order.			
6. I have been informed, understand and consent of the agent supplying all necessary information, as may be required, to any Tenancy Data Base/s that they use, subject to the Tenancy Data Base/s complying with the provisions of the Privacy Act.			
7. I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base/s they use and the agent will supply these contact should I request the contact details.			
8. I have been informed and understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application unless the application is declined as a result of my name being listed with a tenancy database.			
Applicant Name: Signature:		Date:	

APPLICANT

**You must provide Photo I.D (Driver's license, 18+ card, student I.D, passport)
NB: All applications will be referred to TICA for confirmation of details supplied.**

Full name:			
Date of Birth:		Drivers licence state:	
Driver's licence Number:		Vehicle Registration:	
Medicare Number:		Home Phone Number:	
Work Phone Number:		Mobile Number:	
Email Address:			
Current Address:			
Renting/ Owner/ Other:		Current Agent/ Landlord:	
Agent/ Landlord Phone:		Agent/ Landlord Email:	
Time at property:		Rent paid per week:	
Previous Address:			
Renting/ Owner/ Other:		Current Agent/ Landlord:	
Agent/ Landlord Phone:		Agent/ Landlord Email:	
Time at property:		Rent paid per week:	
Have you ever been served an eviction notice?			YES / NO
Is there any reason known to you that would affect your ability to pay rent?			YES / NO
Are you in debt to another Agent or landlord?			YES / NO
Was your previous rental bond refunded in full?			YES / NO
If "NO" please advise what deductions were made from your rental bond and why?			
<p>Notice to Prospective Tenant: The availability of telephone lines, internet services, analogue, digital or cable television (and the adequacy of such services), are the sole responsibility of the tenant (s) and tenants should make their own enquiries as to availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely upon their own enquires.</p>			
OFFICE USE ONLY: PHOTO I.D RECEIVED:		TICA CHECK COMPLETE:	
OFFICE USE ONLY: REFERENCE SENT D & T:			
OFFICE USE ONLY: REFERENCE SENT D & T:		IF OWNER COPY OF RATES NOTICE RECEIVED: REFERENCE RECEIVED D & T:	
OFFICE USE ONLY: PROOF OF INCOME RECEIVED:			

EMPLOYMENT DETAILS

You must provide proof of income (Pay slips, bank statement, Centrelink statement)

Employee business name:			
Job title:		Employment phone number:	
Length of employment:		Nett weekly income:	
Location:			
Full time or part time employment?			
If employed in your current position for less than 6 months, please provide previous employment history:			

PERSONAL REFERENCES

(Please do not list relatives, friends or partners and provide business hour contacts)

NAME:		RELATIONSHIP:		PHONE:	
NAME:		RELATIONSHIP:		PHONE:	

DETAILS OF NEXT OF KIN

(Not living with you)

NAME:		RELATIONSHIP:		PHONE:	
ADDRESS:					

100 POINTS IDENTIFICATION

You are required to meet a 100 point identification criterion upon submission of your application

Proof of income	50	Driver's License	40
Photo ID - 18 + card, student ID, passport	30	Birth Certificate	25
Credit Card	25	Medicare Card	25
Minimum 2 references from previous landlord/agents	20	Copy of Phone, Gas, or Power Accounts	10

UTILITY CONNECTIONS



YourPorter is a FREE service connecting utilities and other services.

If the Agent approves this application, YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

- | | | | | |
|--|---|---|--|-------------------------------------|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Gas | <input type="checkbox"/> Telephone | <input type="checkbox"/> Pay TV | <input type="checkbox"/> Internet |
| <input type="checkbox"/> Car Insurance | <input type="checkbox"/> Life Insurance | <input type="checkbox"/> Health Insurance | <input type="checkbox"/> Home & Contents | <input type="checkbox"/> Home Loans |

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that YourPorter, and the Agent, may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature:

Date:

PRIVACY POLICY

The *Privacy Act 1988* (Cth) (the Act) allows certain information about the Applicant referred to in this Application to be collected, used and disclosed for the purpose for which it was collected, and otherwise in accordance with the Act. This Privacy Policy only applies to the extent the Agent collects, uses, and discloses personal information.

The Agent may amend, or amend and restate, this Privacy Policy from time to time and may subsequently notify the Applicant of any changes to this Privacy Policy by updating it on the Agent's website or by other written notification to the Applicant. Any changes to this Privacy Policy take effect upon the earlier of the update to the website or other notification to the Applicant. This Application requires the collection of certain information including personal information about the Applicant. Personal information may be collected during each of the application, assessment and processing stage. The personal information the Applicant provides in this Application or collected from other sources is necessary for the Agent to: (a) identify and verify the Applicant's identity; (b) process and assess the Application; (c) assess the Applicant's ability to meet their financial and other obligations under the Residential Tenancy Agreement; (d) make recommendations to the Landlord; (e) manage the tenancy for the Landlord; (f) process any payment (including without limit the exchange of personal information with the relevant payment provider, where necessary); (g) liaise and exchange information with the Applicant, and the Agent's or Applicant's legal and other advisors in relation to or in connection with the Residential Tenancy Agreement; (h) comply with any applicable law; and (i) comply with any dispute resolution process.

If the personal information is not provided by the Applicant, the Agent may not be able to carry out the steps described above and may therefore not be able to process the Application. Personal information collected about the Applicant in connection with this Application and, if successful, the tenancy may be disclosed by the Agent for the purpose for which it was collected to other parties including to the Landlord, the Landlord's mortgagee or head-lessor (in either case, if any), referees, other agents, Courts, tribunals responsible for residential tenancy matters, third party operators of tenancy databases, other third parties instructed by the Applicant and any prospective or actual purchaser of the Premises including to their prospective or actual mortgagee (if any), or as required by any applicable law. Information held by tenancy databases may also be requested by and disclosed to the Agent and/or the Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant (as tenant) fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant (as Applicant or as tenant) may also be disclosed to the Landlord, third party operators of tenancy databases, other agents, Courts and tribunals responsible for residential tenancy matters.

The Agent may also use the Applicant's information including personal information for marketing and research purposes to inform the Applicant of products and services provided by the Agent, which the Agent considers may be of value or interest to the Applicant, unless the Applicant tells the Agent (see opt out option below) or has previously told the Agent not to. If the Applicant does not wish to receive any information about such products and services then please tick this box: or otherwise notify the Agent using the Agent's contact details set out earlier in this Application. The Applicant has the right to request access to any personal information held by the Agent which relates to them, unless the Agent is permitted by law (including the Act) to withhold that information. Any requests for access to the Applicant's personal information should be made in writing to the Agent at the contact details included in this Application. The Agent may charge a reasonable fee where access to personal information is provided (no fee may be charged for making an application to access personal information). The Applicant has the right to request the correction of any personal information which relates to the Applicant that is inaccurate, incomplete or out-of-date.

The Agent will take reasonable precautions to protect the personal information it holds in relation to the Applicant from misuse, loss, and unauthorised access, modification or disclosure.
By signing this Application, the Applicant acknowledges that it has read, understands, and accepts the terms of this Privacy Policy and the permissions to collect, use and disclose personal information, and the Applicant authorises the Agent to collect, use and disclose, in accordance with the Act, their personal information for the purposes specified in this Privacy Policy.