



TENANCY APPLICATION FORM

Phone: 0437 603 155
Phone: (07)5444 0005

Fax: (07)5444 8796

Email: admin@macaulayrealty.com.au

PROPERTY ADDRESS

_____ Rental Amount: \$ _____

GENERAL

Number of Tenants to Reside at Property: _____

Number of Adults: _____ Number of Children: _____

Age of Child/ren: _____

Pets: YES NO If yes, how many and what type: _____

IDENTIFICATION

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

10 points: Medicare Card/Birth Certificate/Car Registration Papers

20 points: Bank Statements/Phone Account/Electricity Account

40 points: Drivers license/Passport/18+ card/Student ID/last FOUR rent receipts/current tenant ledger/rental bond history statement (through the RTA)

You will also be required to supply the agency with your proof of income upon submission of your application i.e. Last two pay slips, Centre link Statement, or (if self-employed) current bank statements, last group certificate or Accountants letter.

FIRST APPLICANT:

Full Name: _____ D.O.B: _____

Driver's License No: _____ State: _____

Phone Home/Work: _____ Mobile: _____

Email: _____

Current Address: _____

Period of Occupancy: _____ Rent Paid: _____

Reason for Leaving: _____

Name of Agent or Landlord: _____

Agent/Landlord Day Contact No: _____ Mobile: _____

Previous Address: _____

Period of Occupancy: _____ Rent Paid: _____

Reason for Leaving: _____

Name of Agent or Landlord: _____

Agent/Landlord Day Contact No: _____ Mobile: _____

Was Bond Refunded in Full YES/NO: _____

Occupation: _____

Net Weekly Income: _____ Period Of Employment: _____

Employer: _____

Employers Address: _____

Contact Phone Number: _____

(IF SELF-EMPLOYED):

Name of Business: _____

A.B.N: _____ Industry: _____

Business Address: _____

Period of Self-Employment: _____

Name of Accountant: _____ Phone: _____

PERSONAL REFEREES

Please do not list family/partners, and must be different to your residential and employment references. All references must be contactable during business hours.

Referee Name: _____

Address: _____

Phone: _____ Relationship: _____

Referee Name: _____

Address: _____

Phone: _____ Relationship: _____

EMERGENCY CONTACT:

A person that is not living with you, but who would know your whereabouts in an emergency.

Name: _____

Address: _____

Phone: _____ Relationship: _____

TENANT ACKNOWLEDGEMENT

I, _____, the applicant, do sincerely declare that the above information is true and correct and that I/we have supplied it of my/our own free will. I authorise Macaulay Realty to conduct any enquiries that they feel necessary to process this application. I acknowledge that any false information will jeopardise this application and any Tenancy Agreement I enter into on approval by the Lessors or Mountain Creek Realty. I accept that if this application is not successful Mountain Creek Realty is not legally obligated to state reasons for rejection.

I confirm that we are not bankrupt and can afford the rent stated.

I have inspected the premises at _____ and wish to take a tenancy for a period of _____ months, from ___/___/___ At a rental of \$_____ per week. I will also pay a rental bond of \$_____ when we sign the Tenancy Agreement. I also agree to keep rent in advance by one week at all times.

SIGNATURE: _____ Date: _____

SECOND APPLICANT:

Full Name: _____ D.O.B: _____

Driver's License No: _____ State: _____

Phone Home/Work: _____ Mobile: _____

Email: _____

Current Address: _____

Period of Occupancy: _____ Rent Paid: _____

Reason for Leaving: _____

Name of Agent or Landlord: _____

Agent/Landlord Day Contact No: _____ Mobile: _____

Previous Address: _____

Period of Occupancy: _____ Rent Paid: _____

Reason for Leaving: _____

Name of Agent or Landlord: _____

Agent/Landlord Day Contact No: _____ Mobile: _____

Was Bond Refunded in Full YES/NO: _____

Occupation: _____

Net Weekly Income: _____ Period Of Employment: _____

Employer: _____

Employers Address: _____

Contact Phone Number: _____

(IF SELF-EMPLOYED):

Name of Business: _____

A.B.N: _____ Industry: _____

Business Address: _____

Period of Self-Employment: _____

Name of Accountant: _____ Phone: _____

PERSONAL REFEREES

Please do not list family/partners, and must be different to your residential and employment references. All references must be contactable during business hours.

Referee Name: _____

Address: _____

Phone: _____ Relationship: _____

Referee Name: _____

Address: _____

Phone: _____ Relationship: _____

EMERGENCY CONTACT:

A person that is not living with you, but who would know your whereabouts in an emergency.

Name: _____

Address: _____

Phone: _____ Relationship: _____

TENANT ACKNOWLEDGEMENT

I, _____, the applicant, do sincerely declare that the above information is true and correct and that I/we have supplied it of my/our own free will. I authorise Macaulay Realty to conduct any enquiries that they feel necessary to process this application. I acknowledge that any false information will jeopardise this application and any Tenancy Agreement I enter into on approval by the Lessors or Mountain Creek Realty. I accept that if this application is not successful Mountain Creek Realty is not legally obligated to state reasons for rejection.

I confirm that we are not bankrupt and can afford the rent stated.

I have inspected the premises at _____ and wish to take a tenancy for a period of _____ months, from ____/____/____ At a rental of \$_____ per week. I will also pay a rental bond of \$_____ when we sign the Tenancy Agreement. I also agree to keep rent in advance by one week at all times.

SIGNATURE: _____ Date: _____

PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organization may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a database company other organizations may receive information from time to time. Other organizations may include debt collection agencies, insurance companies, government departments and other landlords or agents.

I/we the said applicant/s declare that I/we give my/our permission to the agent to collect my/our information and pass such information onto TICA Default Tenancy Control Pty Ltd. I/we further give my/our permission for my/our information to be provided to any other tenancy database for the assessment of my/our tenancy application. I/we further give consent to the member of the Database Company to contact any of my/our referees provided by me/us in my/our tenancy application.

I/we agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database my/our information may be recorded as making an inquiry.

I/we agree that in the event of a default occurring under a tenancy agreement I/we give my/our permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I/we further agree and understand that the removal of such information form a database company is subject to the conditions of the Database Company.

I/we understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its members access to information accumulated from members about tenants who have breached their tenancy agreements.

I/we agree and understand that should I fail to provide the database member with the information and acknowledgements required the database member may elect not to proceed with my/our tenancy application. I/we agree and understand that a listing with TICA Default Tenancy Control Pty Ltd could have an adverse effect on my/our ability to obtain future rental accommodation.

I/we acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 190 222 0346. I/we agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at \$5.45 per minute inclusive for GST

Applications Name/s _____

Signed by Applicants

Dated: _____