

TENANCY APPLICATION

We accept



Turning Realty into Reality

Suite 34 12-14 Waratah St, Mona Vale 2103

Tel: 9979 1688 Fax: 9979 1699

Email: admin@realtyoptions.com.au

PRIVACY NOTICE

The agent is committed to the principles of the Privacy Act 1988 (Cth). All steps are taken to ensure that any personal information collected is protected from unauthorised use.

PLEASE READ THE PRIVACY NOTICE BEFORE SIGNING THIS FORM.

I apply for a tenancy of the following premises:-

PREMISES:.....

LANDLORD.....

TERM OF TENANCY

Rent \$per week/fortnight/month. Term.....Lease Start date.....

Total number of Occupants.....Adult occupants ages.....children's ages.....

Pets (specify details and subject to landlord's/agents approval).....

First payment of Rent in advance \$.....

Bond \$.....

Total Amount Payable \$.....

WE ACCEPT PAYMENT OF BOND BY CREDIT CARD AND PREFER RENT PAYMENTS BY CREDIT/DEBIT CARDS & BANK ACCOUNT VIA RENTAL REWARDS Please complete the attached registration form for ongoing rent payments, include Qantas or Myer membership number to receive bonus points upon registration.

PERSONAL DETAILS

SURNAME.....GIVEN NAME.....TITLE.....

Date of Birth.....Home Phone:.....Work Phone.....

Mobile.....Email.....

Driver's Licence No.....Car Registration No.....

Employed Homemaker Student Retired Unemployed

Allowances or payments received (specify type & amount)

EMPLOYMENT HISTORY (Confirmed []))

CURRENT EMPLOYER.....

Business Address.....

Contact Name.....Phone:.....Period Employed.....

OCCUPATION.....full time/part time/casual/contract.

PREVIOUS EMPLOYER.....

Business Address.....

Contact Name.....Phone:.....Period Employed.....

OCCUPATION.....full time/part time/casual/contract.

SELF EMPLOYED (provide the following details)

Sole Trader Partnership Company

Occupation/Title:Type of Business.....

Company/ Business Name.....ACN OR ABN.....

Address

Contact Details.....

Verification of income for self-employed:

1. Sole trader/partnership: please provide a copy of last ATO Assessment and bank account statement for the business.
2. Company: please provide a current Asset/Liability report from your accountant.

TENANCY/LIVING HISTORY (Confirmed []))

Current Address:.....

Own Renting Boarding Living at Home Other

NAME OF CURRENT LANDLORD/AGENT.....
 ADDRESS.....
 CONTACT PERSON.....PHONE.....
 Has lease expired Yes/No Rent \$.....per week/fortnight/month. No.people on lease:.....
 Previous address:.....Time there.....mths/yrs
 Reason for leaving.....

NAME OF PREVIOUS LANDLORD/AGENT:.....
 CONTACT PERSON.....PHONE..... Rent \$.....

REFERENCES (Give names and phone numbers)

1. Financial.....
2. Personal.....

AUTHORITY & DECLARATION OF APPLICANT

I authorise the landlord's agent.

- [a] to check with my previous or current employer, my previous or current landlord/agent, and the referees named as my suitability as a tenant;
- [b] to request and receive from any tenancy recording services and from other real estate agents agencies information regarding my previous tenancies; and
- [c] to report any details of the tenancy to any tenancy Recording Services as the Agent deems necessary, including breaches of the tenancy agreement or positive references.
- [d] I am not bankrupt or undischarged bankrupt or insolvent and declare the information in the application is true and correct.
- [e] I have inspected the subject premises and accept them as inspected.

NOTE The landlord's agent advised the tenant that personal information about the tenant may be used and disclosed by the Landlord's agent with a tenant database.


Signature of Applicant:.....**Date**.....







PLEASE NOTE: Initial Payment Must be Made via Credit Card, Bank Cheque or EFT PERSON TO BE NOTIFIED IN AN EMERGENCY:

NAME.....
 ADDRESS.....
 PHONE HOME.....PHONE WORK.....MOBILE.....

DISCLOSURE OF MATERIAL FACTS:- The applicant(s)/prospective tenant(s) acknowledge having been informed of the existence of the following material fact(s):-

UTILITY CONNECTION SERVICE




YES! I would like myconnect to contact me regarding the connection of my utilities.

ph: 1300 854 478 fax: 1300 854 479

- ★ FREE Service
- ★ Choice
- ★ One easy phone call
- ★ No Obligation

In one quick phone call **myconnect** will confirm your details and arrange the connection of electricity, gas, water, telephone and internet services as you need them

The **myconnect** service is free of charge to you. We offer a range of products that are cost effective and suited to your requirements from trusted suppliers.



Privacy Act 1988 Collection Notice: 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 the application 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 landlords and their advisers, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy reference 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 Realty Options Pty Ltd at Suite 34 Waratah Court 12-14 Waratah Street, Mona Vale NSW 2103 Telephone 9979 1688 Fax 9979 1699 Email admin@realtyoptions.com.au. The Applicant can also correct this 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