

APPLICANT ONE

PERSONAL DETAILS

Given Name(s):	Surname:
Current Address:	
Home Phone:	Work Phone:
Mobile:	Fax:
Email:	Date of Birth:
Drivers Licence No:	Drivers Licence State:
Passport No:	Passport Country:

CURRENT TENANCY DETAILS

Current Address:	Rent Paid: \$
Length of time at current address:	Reason for leaving:
Name of Landlord/Agent:	PM Name and Email:
Phone:	Fax:

PREVIOUS RENTAL HISTORY

Previous Address:	Rent Paid: \$
Length of time at above address:	Reason for leaving:
Name of Landlord/Agent:	PM Name and Email:
Phone:	Fax:
Was Bond refunded in full? <input type="checkbox"/> Yes <input type="checkbox"/> No	If No, please specify reasons why:

REFEREES

Name:	Relationship:
Phone:	Mobile:
Name:	Relationship:
Phone:	Mobile:

CURRENT EMPLOYMENT & INCOME DETAILS

Occupation:	Current Employer:
Contact Name (payroll/manager): Accountants Name (if Self Employed):	
Contact Number:	Length of Employment:
Net Income per week: \$	
Net Income per week, other sources: \$	Sources of other Income:

NEXT OF KIN (not living with you)

Given Name(s):	Surname:	
Relationship:		
Address:		
Phone:	Mobile:	Email:

APPLICANT TWO

PERSONAL DETAILS

Given Name(s):	Surname:
Current Address:	
Home Phone:	Work Phone:
Mobile:	Fax:
Email:	Date of Birth:
Drivers Licence No:	Drivers Licence State:
Passport No:	Passport Country:

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Phone:	Mobile:
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Occupation:	Current Employer:
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Net Income per week: \$	
Net Income per week, other sources: \$	Sources of other Income:

NEXT OF KIN (not living with you)

Given Name(s):	Surname:	
Relationship:		
Address:		
Phone:	Mobile:	Email:

PRIVACY STATEMENT

We are an independently owned and operated business (**Ray White Chermside**). Our complete privacy policy can be found on our website. If you believe that your privacy has been breached, please contact us using the contact details on our website and provide details of the incident so that we can investigate it. Our procedure for investigating and dealing with privacy breaches is set out in our current complaints handling procedures.

We collect personal information in this form to assess your application for a residential tenancy. You also consent to us using your information for the purposes of direct marketing, business research and customer satisfaction enquiries. We may need to collect information about you from your previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below.

We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the owner’s insurers. We may also send personal information about you to the owners of any other properties at your request. You have the right to access personal information that we hold about you by contacting our privacy officer or the contact details on our website.

If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

CONSENT

I, the Applicant, acknowledge that I have read the Privacy Statement above and the privacy policy of Ray White Chermside. I authorise Ray White Chermside and the Agent to collect information about me from:

- 1. My previous letting agents, landlords, current and previous employers;
- 2. My personal referees;
- 3. Any Tenancy Default Database which may contain personal information about me.

I authorise Ray White Chermside and the Agent to disclose:

- details about any defaults by me under the tenancy to which this application relates, to any tenancy default database to which the Ray White Office or the Agent subscribes, including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA)
- personal information collected about me to the Owner of the property even if the owner is resident outside Australia
- personal information collected about me to any third parties – valuers, contractors, sales people, insurance companies, bodies corporate, other agents and tenancy default databases to which it is reasonably necessary to disclose in relation to the tenancy arrangement.

As your information may be emailed or stored in the cloud, we cannot ensure that overseas recipients to whom your information is disclosed will not breach the Australian Privacy Principles in relation to your information. Acknowledging that this is so, you consent to your information being emailed and stored in the cloud.

SUCCESSFUL APPLICATIONS

Should your application be successful you will be notified by phone and requested to confirm your tenancy. We require the equivalent of two (2) weeks rent to be paid within 24 hours of acceptance to secure the tenancy. The property manager will supply you with these amounts at the confirmation of your tenancy. All initial payments are to be paid by Bank Cheque or Money Order. After this initial payment our preferred method of rent payment is either by B’Pay, RentPay, Bank Cheque or Money Order. Under no circumstances will cash or personal cheques be accepted by our Office. Keys will only be handed out once all parties have signed the Tenancy Agreement, Bond Lodgement Form and all monies have been paid and the tenancy has commenced. If you decide to not take possession of the property after the initial 2 weeks rent has been paid, 1 week’s rent + GST will be forfeited in lieu for advertising and re-marketing of the property.

I have read, agreed to and understood all of the above terms and conditions that are relevant to me.

_____	_____	____/____/____
Applicant One Name	Signature	Date

_____	_____	____/____/____
Applicant Two Name	Signature	Date