



TENANCY APPLICATION

Ray White Deception Bay
729 Deception Bay Road
Rothwell Qld 4022
P 07 3204 0911 F 07 3204 0933
E deceptionbay.qld@raywhite.com

ALL PERSONS OVER THE AGE OF 18 YEARS REQUIRE A SEPARATE APPLICATION

Applicant Name:		Applicant DOB:	
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PROPERTIES OF INTEREST (in order of preference):

Have you viewed the property with a member of our team?

Yes No

1. _____
2. _____
3. _____

Expected Move In Date: _____

1. To process your application you are requested to answer all questions to the best of your ability. Any false information provided may jeopardise your application.
2. The application must be completed in full and all supporting documentation provided to begin processing by our office.
3. The completion of this form does not constitute an offer or acceptance.
4. If your application is declined by our office or the owner you acknowledge that we are not required to provide an explanation.
5. Our office has a zero arrears policy.
6. Please do not provide original documents with this application, photocopies will not be completed by our office.

APPLICATION CHECKLIST:

Photo Identification (ONE of the following) MUST BE A CLEAR PHOTOCOPY:

- Drivers licence Passport 18+ card

Proof of Your Last 4 Years Residential Address (ONE for each address):

- Phone bill Electricity or gas bill Bank or credit card statement Rates notice
- Current lease agreement Contract of sale Other

Proof of Income (ONE of the following for each income):

- Current payslips Bank statement Centrelink letter/statement Other



APPLICANT DETAILS

Full Name:		DOB:	
Contact Number:		Marital Status:	
Drivers Licence Number:		State:	
Email Address:		Vehicle Registration & Make:	
Other persons to reside at property (including children and DOB):			
Number of Pets:		Breed / Age / Sex:	
Council registered:			
Please supply a name and contact number of someone who can confirm the behaviour of your pet/s:			
Pet Referee Name:		Pet Referee Number:	
Please supply an emergency contact (not living with you):			
Name:		Number:	
Address:		Relationship:	

LAST 4 YEARS RESIDENTIAL HISTORY: And ALL contact details for agents and private landlords

Current Address:			
Rent Paid:		How long were you there?	
Reason for leaving:			
Name of owner / agent:		Owner / agent number:	
Owner / agent address:			
Previous Address:			
Rent Paid:		How long were you there?	
Reason for leaving:			
Name of owner / agent:		Owner / agent number:	
Owner / agent address:			
Previous Address:			
Rent Paid:		How long were you there?	
Reason for leaving:			
Name of owner / agent:		Owner / agent number:	
Owner / agent address:			
Previous Address:			
Rent Paid:		How long were you there?	
Reason for leaving:			
Name of owner / agent:		Owner / agent number:	
Owner / agent address:			



INCOME DETAILS

Current Occupation			
Occupation:		Period of Employment:	
Employer Name:		Contact Name:	
Contact Number:		Net income per week (after tax):	

PERSONAL REFERREES Please note these **CANNOT** be relatives – four must be provided

Referee 1		Referee 2	
Mobile:		Mobile:	
Home Phone:		Home Phone:	
Referee 3		Referee 4	
Mobile:		Mobile:	
Home Phone:		Home Phone:	

STATEMENT OF RENTAL AFFORDABILITY

Total number of adults to go on the lease	
Combined Income of all applicants (per week)	\$
Combined Government Benefits of all applicants (per week)	\$
Other income	\$
Total Income of all applicants	\$
Total Liabilities of all applicants (ie, car repayments, credit card, personal loans, school fees etc)	\$
Total Living Expenses of all applicants (ie, phone/mobile, fuel, electricity, car registration, food, day to day, insurance etc)	\$
Weekly Rent of property applying for	\$

IMPORTANT INFORMATION REGARDING RENTAL PAYMENTS

RENT PAYMENTS

If your application is successful, you will make rental and other payments to the agency by the following agency approved methods as outlined below – BPAY, bank cheque, money order, Centrepay. We are a cashless office.

Applicant Name

Signature

Date



Ray White Deception Bay Collection Notice for privacy purposes and consent

This information is being collected by Stelgate Pty Ltd ATF The Robins Family Trust, trading as Ray White Deception Bay at 729 Deception Bay Road, Rothwell QLD.

Email address - deceptionbay.qld@raywhite.com

Phone contact - 07 3204 0911

Our complete privacy policy can be found at raywhite.com/franchisee-privacy-policy

For what purposes do we collect, hold, use and disclose your personal information?

We collect, hold, use and disclose your personal information for the following purposes:

- to provide products and services to you and to send communications requested by you;
- to answer enquiries and provide information or advice about existing and new products or services;
- to provide you with access to protected areas of our website;
- to assess the performance of the website and to improve the operation of the website;
- to conduct business processing functions including providing personal information to our franchisor, related bodies corporate, contractors, service providers or other third parties;
- for the administrative, marketing (including direct marketing), planning, product or service development, quality control, survey and research purposes of Ray White, its franchisor, related bodies corporate, contractors or service providers;
- to provide your updated personal information to our franchisor, related bodies corporate, contractors or service providers;
- to update our records and keep your contact details up to date;
- to process and respond to any complaint made by you; and
- to comply with any law, rule, regulation, lawful and binding determination, decision or direction of a regulator, or in co-operation with any governmental authority of any country (or political sub-division of a country).

What happens if we can't collect your personal information?

If you do not provide us with the personal information we may not be able to, amongst other things, provide the requested products or services to you, either to the same standard or at all.

To whom may we disclose your information?

We may disclose your personal information to:

- our employees, franchisor, related bodies corporate, contractors or service providers for the purposes of operation of our website or our business, fulfilling requests by you, and to otherwise provide products and services to you including, without limitation, web hosting providers, IT systems administrators, mailing houses, couriers, payment processors, data entry service providers, electronic network administrators, debt collectors, and professional advisors such as accountants, solicitors, business advisors and consultants;
- suppliers and other third parties with whom we have commercial relationships, for business, marketing, and related purposes; and
- any organisation for any authorised purpose with your express consent.

What is the process for complaining about a breach of privacy?

If you believe that your privacy has been breached, please contact us using the contact information above 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.

Do we disclose your personal information to anyone outside Australia?

We may disclose personal information to our franchisor's related bodies corporate, our related bodies corporate and third party suppliers and service providers located overseas for some of the purposes listed above. Your personal information may be stored in the cloud in an overseas country. In the event that a disclosure is made in that overseas country (which we consider unlikely), the information will not be protected by the APPs. In any event, by registering your details, you consent to your information being disclosed in this manner.

I have read and understood the Ray White Deception Bay collection notice for privacy purposes and consent, and consent to my personal information being collected, held, used and disclosed as per this notice.

First name	Surname
Contact number	Email address
Mailing address	
Signature	