Business Tenancy Application Form

OFFICE USE ONLY

Ray White Whitsunday
Shop 5, Reef Plaza, 16 Paluma Road, Cannonvale
P: (07) 4948 8500 | E: whitsundayrentals@raywhite.com

PROPERTY DETAILS

Street Address:

Suburb:

Lease term: years months

Lease commencement date:

Rent: $ weekly monthly

Names and Driver Licence numbers for all ADULT applicants who will be residing in the property:

Names and ages for all CHILDREN applicants who will be residing in the property:

BUSINESS DETAILS

Business name:

Trading As:

ABN:

Phone:

Current Address:

Director/Financial Controller:

Date of Birth:

Photo ID: Attached

Phone:

Email:

Director Address:

By confirming your email address you consent to service of any documents required to be given or served in respect of the tenancy/management agency agreement of which you are a party to.

PERSONAL REFERENCE

This personal reference must not be related to you & must reside in Australia.
PLEASE WARN YOUR REFEREE THAT WE WILL BE CONTACTING THEM.

Reference Name:

Relationship:

Phone:

Email:

I have warned this referee that Ray White will be in contact with them.

PROFESSIONAL REFERENCE

This professional reference must not be related to you & must reside in Australia.
PLEASE WARN YOUR REFEREE THAT WE WILL BE CONTACTING THEM.

Reference Name:

Relationship:

Phone:

Email:

I have warned this referee that Ray White will be in contact with them.

CURRENT TENANCY DETAILS

Street Address:

Suburb:

Time at Address: years months

Rent paid: $ weekly monthly

Reason for Leaving:

Name of Landlord/Agent:

Landlord/Agent Phone:

Landlord/Agent Email:

PREVIOUS TENANCY DETAILS

Street Address:

Suburb:

Time at Address: From: To:

Rent paid: $ weekly monthly

Name of Landlord/Agent:

Landlord/Agent Phone:

Was the bond refunded in full?: Yes No

If No, please specify reasons why:

ACCOUNTANT DETAILS

Company Name:

Accountant Name:

Phone:

Email:

Address:

OTHER INCOME

Source of other income:

Net Weekly Amount:

VIEWING THE PROPERTY

At least one applicant must view the property before you submit an application.

Date property was inspected:

DO YOU HAVE AN APPLICATION THROUGH ANOTHER REAL ESTATE AGENCY?

PETS

Pets: No Yes - PET APPLICATION FORM ATTACHED

If yes, please state Pet type:

ADDITIONAL INFO

Are any occupants smokers? Yes No

HOME NOW™

COMPARE, CONNECT & SAVE

Select services you want connected

ELECTRICITY ☐ GAS ☐ INTERNET ☐ PHONE ☐ PAY TV ☐ WATER ☐

By ticking the above boxes, you agree to allow Home Now to contact you to set these up.

Save time and money when you're moving. Let Ray White Home Now arrange your utility connections. It's a FREE service and there's NO obligation. In one brief call we will help you compare your options and select the right plans for you. No more running around – we'll take care of contacting all the providers for you.

Ray White Home Now will contact you to arrange your utility services. You will be advised of any associated terms and conditions, including connection fees that may apply. Once you have chosen your preferred providers, Ray White Home Now may then need to disclose your personal information to the selected utility company.

Ray White Home Now is unable to accept responsibility for any delay or failure to connect your utility service. Ray White Home Now is committed to protecting the confi dentiality of your personal information and will handle your personal details in accordance with Ray White Home Now's privacy policy available at raywhitehomenow.com/privacy-policy

Split It Pty Ltd ABN 83151244558 T/A Ray White Home Now

SUPPORTING DOCUMENTS

Provide 100 points of identification photocopied and attached to this application.

☐	20 pts	Tax Return
☐	20 pts	Previous Tenancy Ledger
☐	20 pts	Previous 2 Rent Receipts
☐	20 pts	Bank Statement
☐	20 pts	Phone Bill
☐	20 pts	Electricity Bill
☐	20 pts	Credit Card Statement
☐	20 pts	Debit/Credit Card
☐	20 pts	Other - must display Business Name

HOLDING DEPOSIT

Complete for properties in QLD if you wish to reserve the property for a period of time.

In accordance with Section 161 (5) (a) of The Residential Tenancies and Rooming Accommodation Act 2008 QLD, if a tenancy agreement is entered into by the Applicant, the Holding Deposit will be applied in full to the rental bond.

- The Holding Deposit is equivalent to two week's rent, and holds the premises in favour of the Applicant for a period of 7 days, starting from the date the Holding Deposit is paid to the Agent. The Applicant must exercise the option to enter into a tenancy agreement by no later than the end of the 48 hour option period.
- The Applicant agrees that, should they withdraw their application during the 48 hour option period, then the deposit will be refunded in full. After the option period expires the Applicant agrees that the Holding Deposit will be forfeited.

HOLDING FEE

Complete for properties in NSW if you wish to reserve the property for a period of time.

The Holding Fee is equivalent to two week's rent to hold the property for a period of 7 days only, starting from the funds are received. The Agent undertakes that:

- A Holding Fee may only be requested following approval of the application by the landlord;
- A receipt for the amount, property, landlord and tenant names and holding period must be provided to the tenant,
- Where a Holding Fee has been paid, a landlord must not enter into another tenancy agreement for that period with another tenant.
- Should the tenant withdraw from the tenancy application, the landlord may retain the whole Holding Fee,
- A Holding Fee should be attributed to rent upon the tenancy commencing.
- The Applicant understands that, should they decide not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupied during the Holding Period, the landlord may retain the whole Holding Fee representing the rent that would have been paid during the Holding Period.

The Applicant agrees to pay a Holding deposit/ fee of (equivalent to 2 weeks rent):	$ 0

PAYMENT DECLARATION

I, the Applicant, hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be approved, I acknowledge that I will be required to pay the following amounts:

Rent amount:	$ 0	(Weekly Amount)
First payment of rent in advance:	$ 0	
Rental Bond:	$ 0	
Subtotal:	$ 0	
Less Holding Fee:	$ 0	
Amount payable upon signing Tenancy Agreement:	$ 0	

PRIVACY POLICY

Ray White Whitsunday is an independently owned and operated business. 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.

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

CONSENT

I, the Applicant, acknowledge that I have read the Privacy Statement and the Privacy Policy of Ray White Whitsunday and I authorise Ray WhiteWhitsunday and the Agent to collect information about me from:

1. My previous letting agents, landlords, current and previous employers
2. My personal referees
3. Ray White may use one or more of the following residential tenancy databases (RTDs) to check my tenancy history for the purpose of deciding whether the landlord should enter into a tenancy agreement with me:

a. The landlord may use:
NTD 1300 563 826 ntd.net.au
TICA 1902 220 346 tica.com.au
RPDATA 1300 734 318 rpdata.com
BARCLAY MIS 1300 883 916 barclaysmis.com.au
TRA 02 9363 9244 tradingreference.com

b. You may contact an RTD about personal information held about you by using the contact details provided above.

4. Personal information collected about me to the owner of the property even if the owner is resident outside Australia.

5. 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.

I consent to Ray White Whitsunday disclosing confirmation details (including NMI, MIRN and telephone number) to the the utility service provider and the Agent. I acknowledge that Ray White Home Now, Ray White Whitsunday and the Agent do not accept any responsibility for any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that Ray White Home Now, Ray White Whitsunday and the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the connection of a utility service. I also acknowledge, while there is no charge to me for the Ray White Home Now service; normal service provider fees or bonds may apply for which I am responsible.

BOND LODGEMENTS

Tenants have the option to lodge their bond online if you have an email address, mobile phone number, access to the Internet, a Visa Card, Mastercard or ability to pay by BPAY through your bank, credit union or building society and an Australian bank account. If you wish to utilise this online bond service, please advise our agency to enable us to enter you tenancy and bond details into the Rental Bonds Online. We can provide you with an information fact sheet outlining 'Getting started with Rental Bonds Online' to assist you with this process.

EASYBONDPAY

With easyBondpay you can pay your rental bond over 6 or 12 monthly installments. Simply tick the box below if you would like us to set you up for easyBondpay.

☐ I would like to be set up with easyBondpay

easyBondpay™
makes renting easier for you

I ACKNOWLEDGE THAT THIS APPLICATION IS SUBJECT TO THE APPROVAL OF THE OWNER. I DECLARE THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT AND GIVEN OF MY OWN FREE WILL. I DECLARE THAT I HAVE INSPECTED THE PREMISES AND AM SATISFIED WITH THE CURRENT CONDITION AND CLEANLINESS OF THE PROPERTY.

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Signature **Date**