

The RayWhite logo is located in the top right corner of the page. It consists of the word "RayWhite" in a bold, italicized, sans-serif font, with a registered trademark symbol (®) at the end. The text is white and is set against a solid yellow rectangular background.

***RayWhite***®

# Tenancy Application Form

Ray White Ascot  
Shop 1, 138 Racecourse Road  
Ascot, QLD 4007  
P: 61 (7) 3868 7500  
F: 61 (7) 3868 7555  
E: [rentals.ascot@raywhite.com](mailto:rentals.ascot@raywhite.com)

## PROPERTY DETAILS

Street Address:			
Suburb:			
Lease term:	years		months
Lease commencement date:			
Rent: \$	<input type="checkbox"/> weekly	<input type="checkbox"/> monthly	
Names of all other applicants:			
Number of Occupants	Adults:	Children:	
Ages of Children:			

## PERSONAL DETAILS

Given name(s):
Surname:
Mobile:
Home Phone:
Work Phone:
Fax:
Email:
Date of Birth:

## IDENTIFICATION

Drivers Licence No:	State:
Passport Number:	
Passport Issuing Country:	

## EMERGENCY CONTACT DETAILS

Name:
Relationship:
Address:
Mobile:
Home Phone:
Work Phone:

## CURRENT TENANCY DETAILS

Street Address:		
Suburb:		
Time at Address:	years	months
Rent paid: \$	<input type="checkbox"/> weekly	<input type="checkbox"/> monthly
Reason for Leaving:		
Name of Landlord/Agent:		
Landlord/Agent Phone:		
Landlord/Agent Email:		



### COMPARE, CONNECT & SAVE

Select services you want connected

ELECTRICITY

GAS

INTERNET

PHONE

PAY TV

WATER

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 confidentiality 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](http://raywhitehomenow.com/privacy-policy)

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

### PREVIOUS TENANCY DETAILS

Street Address:	
Suburb:	
Time at Address:	From: To:
Rent paid: \$	<input type="checkbox"/> weekly <input type="checkbox"/> monthly
Name of Landlord/Agent:	
Landlord/Agent Phone:	
Was the bond refunded in full?:	<input type="checkbox"/> Yes <input type="checkbox"/> No
If No, please specify reasons why:	

### INCOME

Employment Income:	<input type="checkbox"/> weekly <input type="checkbox"/> annually
Other Income:	<input type="checkbox"/> weekly <input type="checkbox"/> annually
Other Income source(s):	

### CURRENT EMPLOYMENT DETAILS

Position Held:	
Business Name:	
Street Address:	
Suburb:	Postcode:
Contact Name:	
Contact Phone:	
Length of Employment:	years months

### PREVIOUS EMPLOYMENT DETAILS

Position Held:	
Business Name:	
Street Address:	
Suburb:	Postcode:
Contact Name:	
Contact Phone:	
Length of Employment	To: From:

### IF SELF EMPLOYED PLEASE COMPLETE

Company Name:	
Business Type:	
Business Address:	
Suburb:	Postcode:
ABN:	
Accountant Name:	
Accountant Phone:	
Accountant Email:	
Accountant Street Address:	
Suburb:	State:

### PROFESSIONAL REFERENCE

Reference Name:
Relationship:
Phone:
Email:

### PERSONAL REFERENCE 1

Reference Name:
Relationship:
Phone:
Email:

### PERSONAL REFERENCE 2

Reference Name:
Relationship:
Phone:
Email:

### ADDITIONAL INFO

Pets:	Yes	No	Smokers:	Yes	No
If yes, please state: Pet type:					
Pet breed:					
Council registration:					

## SUPPORTING DOCUMENTS

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

### SECTION 1

Drivers License	<input type="checkbox"/>	40 pts
Passport	<input type="checkbox"/>	40 pts
Other Photo ID	<input type="checkbox"/>	15 pts

### SECTION 2

Current wage advice	<input type="checkbox"/>	30 pts
Previous written Tenancy Reference	<input type="checkbox"/>	30 pts
If new job – Letter of confirmation	<input type="checkbox"/>	20 pts

Total Points

### SECTION 3

Previous two rent receipts	<input type="checkbox"/>	20 pts
Motor vehicle registration	<input type="checkbox"/>	10 pts
Bank statement	<input type="checkbox"/>	10 pts
Telephone account	<input type="checkbox"/>	10 pts
Electricity account	<input type="checkbox"/>	10 pts
Gas account	<input type="checkbox"/>	10 pts
Pet registration paper	<input type="checkbox"/>	10 pts

1. During my inspection of this property I found it to be in a satisfactory condition.  YES  NO

2. If "NO", I request the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the lessor's approval.  YES  NO

3. I acknowledge that this is an application to rent this property and that my application is subject to the lessor's approval and understand that there is no legal obligation for a reason to be given, should this application not be accepted.  YES  NO

4. I declare that the information provided is true and correct, and consent to this application being verified. I understand a reference check with the Tenancy Information Centre of Australia (TICA) will be undertaken. Should I default on this agreement and a breach is proven by Court Order, details of the breach including my personal details may be disclosed to TICA and debt collector agency.  YES  NO

5. I acknowledge by signing below that the agency has provided me with a copy of the General Tenancy Agreement Form 18a, including the Standard Terms 1-44 and also any special conditions pertaining to the particular property I am applying for.  YES  NO

6. Lessors look more favourably on tenants that agree to direct debit for rent payments. I will elect to pay via direct debit.  YES  NO

7. I acknowledge that the below fees and charges may apply to certain transactions. One off Direct Debit set up \$1.10, Bank Account Transactions \$1.25, Visa/MasterCard Debit/Credit 1.98%, Amex 4.4% (international card adds 1.1%). Failed payments \$7.50; all fees are charged by the payment provider IntegraPay user ID 1667 via the SimpleRent.com.au payment system, not the agency and all information regarding payments will arrive to me via email from the property management team. Money orders and bank Cheque charges may vary.  YES  NO

8. I acknowledge that Bond Finance will be offered by easyBondpay during the online payment process.  YES  NO

## APPLICANTS DECLARATION

I, the applicant, submit my application for tenancy at the premises referred to in this form and acknowledge that my application will be forwarded to the lessor of the property for his / her consideration.

I, the applicant, declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the above premises and wish to apply for tenancy on the premises for a period of \_\_\_\_\_ months, at a rental of \$ \_\_\_\_\_ per week commencing \_\_\_\_\_

If application is approved by the owner

- You or the nominated applicant will be notified promptly.
- Statement of Costs must be paid online via Debit/Credit card or Bank Cheque or Money Order prior to tenancy commencing. Bond finance will be offered to you when paying online.
- Statement of Costs must be paid online via Debit/Credit card or Bank Cheque or Money Order prior to tenancy commencing. Bond finance will be offered to you when paying online.

Statement of Costs upon approval of application:

Rental Bond (4 weeks Rent) 4 x \$ \_\_\_\_\_ = \$ \_\_\_\_\_ (Finance offered when paying online)

Rent (first two weeks) – Paid on approval of application 2 x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Total Required = \$ \_\_\_\_\_

## PRIVACY POLICY

The Trustee for The New Farm Unit Trust T/A Ray White Ascot 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/](http://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 Ascot and I authorise Ray White Ascot 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 Ascot disclosing confirmation details (including NMI, MIRN and telephone number) to the utility service provider and the Agent. I acknowledge that Ray White Home Now, Ray White Ascot 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 Ascot 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.

**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**

**x**

**Signature**

**Date**

# Pet Approval

Property: \_\_\_\_\_

Name/s of applicant: \_\_\_\_\_

Name/s of pet: \_\_\_\_\_

Type of pet: \_\_\_\_\_ Breed: \_\_\_\_\_ Number: \_\_\_\_\_ Age: \_\_\_\_\_

## Pet's emergency caretaker:

Name: \_\_\_\_\_ Phone Number/s: \_\_\_\_\_

Address: \_\_\_\_\_

Is the pet desexed: Yes / No

Is the pet registered by council: Yes / No – Registration Number: \_\_\_\_\_

### Should the application be approved, the tenants agree to the following:

1. The Tenant/s agree that any damage caused directly/indirectly by their pet is considered as damage and not fair wear and tear.
2. The tenant/s agree if the pet is approved as outside only not to allow the pet inside the house at any time.
3. The tenant/s agree to have flea control treatment for the keeping of dogs and cats, and lice control treatment for the keeping of birds, carried out by a registered pest control company upon vacating the property. A receipt is to be produced as proof of having this done.
4. Should there be evidence of fleas and lice during the tenancy, the property must be fumigated by a registered pest control company at the tenant's expense and a receipt is to be produced.
5. The tenant/s agree to remove the pet droppings from the property on a weekly basis.
6. The tenant/s agree that the dog will be registered in accordance with the local council by-laws and kept in a fenced area and not to cause a disturbance to the neighbours.
7. The tenant/s hereby indemnify and keep the lessor/agent indemnified in respect of all damages, injuries, loss, costs or any other expenses, whether caused directly or indirectly from the tenants dog, including but not limited to, the tenants dog escaping the property and causing loss, damage injury or costs to any third party.
8. The tenant/s agree that any damages caused by the pet during the tenancy will be repaired immediately, at the tenants expense.
9. The tenant/s agree that no unauthorised pets will be kept at the property, even on a short-term or temporary basis.
10. The tenant/s agree that this agreement is only for the specific pet/s described above, and that the tenant/s will not harbour, substitute or "petsit" any other pet.
11. The tenant/s agree that the pet shall not cause any sort of nuisance or disturbance to neighbours, and agree to do whatever is necessary to keep the pet from making noise that would annoy others, and will take steps immediately to rectify complaints made by neighbours or other tenants.

**The tenant understands that failure to comply with these terms shall give the owner the right to revoke permission to keep the pet and is also grounds for further action.**

Applicants Name/s: \_\_\_\_\_

Applicants Signature/s: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_