

RAY WHITE GORDON/ ST IVES TENANCY APPLICATION FORM

This office is a member of TICA (default tenancy control system) and ALL applications are processed through it.

We require the following documents in support of your Tenancy Application. **Please note that incomplete or unsigned applications will not be processed.**

Please provide as many of the following as you can to accompany your application. Remember the more you provide the stronger the application becomes:

100 POINTS OF IDENTIFICATION CHECK

BEFORE ANY APPLICATION WILL BE CONSIDERED, EACH APPLICANT MUST ACHIEVE A MINIMUM OF 100 CHECKPOINTS.

NOTE: Proof of income & photo identification MUST be provided in 100 points of identification check. (PLEASE CIRCLE)

LAST 4 RENT RECEIPTS	# 30 POINTS	- Yes/No
LAST 2 PAY SLIPS	# 30 POINTS	- Yes/No
DRIVERS LICENCE	# 30 POINTS	- Yes/No
PHOTO I.D.	# 30 POINTS	- Yes/No
REFERENCE. FROM PREVIOUS AGENT	# 20 POINTS	- Yes/No
RATES NOTICE	# 10 POINTS	- Yes/No
WATER BILL/ACCOUNT	# 10 POINTS	- Yes/No
PASSPORT	# 10 POINTS	- Yes/No
COPY OF BIRTH CERTIFICATE	# 10 POINTS	- Yes/No
BANK STATEMENT	# 10 POINTS	- Yes/No
PHONE ACCOUNT	# 10 POINTS	- Yes/No
ELECTRICITY/GAS ACCOUNT	# 10 POINTS	- Yes/No
MEDICARE	# 10 POINTS	- Yes/No

SUCCESSFUL APPLICANTS

If you are the successful applicant, you will be required to pay a minimum of:

- Rental Bond (sum of 4 weeks rent)
 - Two weeks / One month rent
- All monies may be paid either by Bank Cheque, Money Transfer or Direct Deposit.

CHECK LIST FOR APPLICANTS

- | | |
|---|--|
| 1. I have completed ALL sections of the application form: | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 2. During my tenancy I will be paying rent on the due date: | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 3. I have provided a tenant ledger: | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| 4. I agree to rent the property in its current condition: | <input type="checkbox"/> YES <input type="checkbox"/> NO |

connectnow.
We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598
info@connectnow.com.au | connectnow.com.au

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

DECLARATION AND EXECUTION/PRIVACY NOTICE: By signing this application and ticking the 'YES' box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may complement my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at www.connectnow.com.au or contacting their Privacy Officer at info@connectnow.com.au; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that it is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

☐ **Yes, I consent to connectnow contacting me to organise my move home services and other products and services to suit my home or lifestyle needs**

Signed:

Date

PM ID:

Application Form

For your application to be processed you must answer all questions (including the reverse side)

Ray White®

• AGENT DETAILS

Ray White Gordon/ St Ives

Address 795 Pacific Highway, GORDON 2072

Phone: (02) 9498 7799

Fax: (02) 9418 2958

Email: pm.rwgst@raywhite.com

OR propertyofficergst@raywhite.com

• PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode	

2. Lease commencement date?

	Day		Month		Year
--	-----	--	-------	--	------

3. Lease term?

	Years		Months
--	-------	--	--------

4. How many people will normally occupy the property?

	Adults		Children
--	--------	--	----------

5. What is your preferred rental payment frequency?

	Fortnightly		Calendar Monthly
--	-------------	--	------------------

6. Rental amount per week?

\$

• PERSONAL DETAILS

5. Please give us your details

Mr. ☐ Ms. ☐ Miss ☐ Mrs. ☐ Other ☐

Surname

Given name/s

--	--

Date of Birth

Smoker (Y/ N)

--

☐ Yes ☐ No

Driver's licence no.

Driver's licence state

--

--

Passport no.

Passport country

--

--

Pension no. (If applicable)

Pension type (if applicable)

--

--

6. Please provide your contact details

Home phone no.

Mobile phone no.

--

--

Work phone no.

Fax no.

--

--

Email address

--

7. What is your current address?

Postcode	

• APPLICANT HISTORY

8. How long have you lived at your current address?

	Years		Months
--	-------	--	--------

9. Why are you leaving this address?

--

10. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

--

Landlord/agent's phone no.

Weekly rent paid

--

\$

11. What was your previous residential address?

Postcode	

12. How long did you live at this address?

	Years		Months
--	-------	--	--------

13. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

--

Landlord/agent's phone no.

Weekly rent paid

--

\$

Was bond refunded in full?

If not why not?

--

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• EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

--

Employer's name (inc. accountant if self employed or institution if a student)

--

Employer's address

--

Postcode

--

Contact name

Phone no.

--

--

Length of employment

Income after tax per Week

	Years
--	-------

	Months
--	--------

\$

15. Please provide your previous employment details

Occupation?

--

Employer's name:

--

Length of employment

Income after tax per Week

	Years
--	-------

	Months
--	--------

\$

• CONTACTS

16. Please provide a contact in case of emergency

Surname	Given name/s
<input type="text"/>	<input type="text"/>
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

• CONTACTS / REFERENCES CONTINUED

• Please provide two personal references (not related to you)

1. Surname	Given name/s
<input type="text"/>	
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>
2. Surname	Given name/s
<input type="text"/>	
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

• OTHER INFORMATION

17. Car Registration

18. Please provide details of any pets:

Breed / type	Council registration / number
1.	
2.	

• TICA DISCLAIMER/ AUTHORITY

TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquiries and tenancy history. TICA Assist Pty Ltd (ABN 28137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the Australian Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases.

To obtain your information from the TICA Group proof of identity will be required and can be made by mail to: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$19.80.

TICA Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organization other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group.

The personal information that the TICA Group may hold is as follows: Name, date of birth, driver's license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

• DISCLAIMER/ AUTHORITY

I/we do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I/we further authorise the letting agent to contact and/or conduct any enquiries and or searches with regard to the information and references supplied in this application. I/we, the said applicant do solemnly and sincerely declare that I am over 18 years of age and eligible to enter into this agreement.

I/we, the said applicant so solemnly and sincerely declare:

1. I have inspected the property located at:

.....

2. I have been informed, understand and agree that the rental for the aforesaid property is to be \$..... per week and that this rental is within my means to support.

3. Should the owner accept this application and I submitted a reservation fee, this will be credited towards the rent, however, should the application be refused, the fee is fully refundable (will be refunded in cheque form).

4. If I, the applicant, advise that I do not wish to take the premises then the owner may keep so much of the fee as being equal to the pro-rata amount of rent that would have been payable during the reservation period.

5. I authorise the letting agent to attend to all details regarding the lodgement of the rental bond with the appropriate authority.

6. I have been informed, understand and agree that should the full amount of bond not be paid, prior to signing of the tenancy agreement, I authorise the letting agent to apply all or part of the subsequent rental payment to be apportioned to finalising of the rental bond for the aforesaid property.

7. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the Tenancy Application submitted by me.

TICA Privacy Disclosure Form

This form provides information about how your personal information is handled, as required by the Australian Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we cannot As a professional asset manager we collect personal information about you. The information we collect can be accessed by you by contacting our office.

Primary Purpose:

Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property. In order to assess your application we disclose your personal information to: The Lessor / Owners for approval or rejection of your application, TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application, Referees to validate information supplied in your application and Other Real Estate Agents to assess the risk to our clients.

The Agent may also take into account any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related person to contact or locate you.

Secondary Purpose:

During and after the tenancy we may disclose your personal information to: Trades people to contact you for repairs and maintenance of the property, Tribunals or Courts having jurisdiction seeking orders or remedies, Debt Collection Agencies and affiliated industries, TICA Default Tenancy Control Pty Ltd to record details of your tenancy history, Lessors / Owners insurer in the event of an insurance claim and Future rental references to other asset managers / owners.

In the event of a successful tenancy application the applicant's personal information may be recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future tenancy applications you make. Information regarding our data deletion practices can be advised should you wish. The TICA Virtual Manager program will monitor your tenancy applications as part of our Risk

8. I have been informed, understand and agree that, should there be a requirement to commence proceedings for recovery of rent, repairs and/or damage to the aforesaid property during the term or at the expiration of the tenancy agreement, all cost associated with these proceedings shall be able to be recovered from me.

9. I have been informed, understand and agree that should this application be rejected, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application

10. I have been informed, understand and agree that if the agent has not specified what works will get done prior to my starting date then the property will be given to me in the condition I saw it in.

11. Upon being accepted I agree that the following monies will need to be paid when signing the Residential Lease Agreement: (this money must be paid using the BPAY details provided by Ray White Gordon/ St Ives

Rent In Advance (Fortnight OR Calendar Month) \$ _____

Bond (4 weeks Rent) \$ _____

TOTAL DUE: \$ _____

SIGNED BY THE APPLICANTS & MANAGING AGENTS

Name(s):	Signature(s):
Date:	