

PROPERTY DETAILS

Street Address:

Suburb:

Lease term:

years

months

Lease commencement date:

Rent: \$

☐ weekly

☐ monthly

Names of all other applicants:

Number of Occupants

Adults:

Children:

Ages of Children:

IDENTIFICATION

Drivers Licence No:

State:

Passport Number:

Passport Issuing Country:

EMERGENCY CONTACT DETAILS

Name:

Relationship:

Address:

Mobile:

Home Phone:

Work Phone:

PERSONAL DETAILS

Given name(s):

Surname:

Mobile:

Home Phone:

Work Phone:

Fax:

Email:

Date of Birth:

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:



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](#)

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: \$

☐ weekly

☐ monthly

Name of Landlord/Agent:

Landlord/Agent Phone:

Was the bond refunded in full?:

☐ Yes

☐ No

If No, please specify reasons why:

INCOME

Employment Income:

☐ weekly

☐ annually

Other Income:

☐ weekly

☐ 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:

Postcode:

PROFESSIONAL REFERENCE

Reference Name:

Relationship:

Phone:

Email:

PERSONAL REFERENCE 1

Reference Name:

Relationship:

Phone:

Email:

PERSONAL REFERENCE 2

Reference Name:

Relationship:

Phone:

Email:

ADDITIONAL INFORMATION

Pets:

☐Yes

☐No

Type:

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

NO ORIGINAL DOCUMENTS ACCEPTED. OUR OFFICE DOES NOT PHOTOCOPY.

<input type="checkbox"/>	40 pts	Drivers License or Passport Photo Page
<input type="checkbox"/>	20 pts	Other Photo ID
<input type="checkbox"/>	20 pts	Current Payslip
<input type="checkbox"/>	20 pts	Previous 2 Rent Receipts
<input type="checkbox"/>	20 pts	Previous Tenancy Ledger
<input type="checkbox"/>	20 pts	Medicare Card
<input type="checkbox"/>	20 pts	Debit/Credit Card
<input type="checkbox"/>	20 pts	Bank Statement
<input type="checkbox"/>	20 pts	Utility Bill
<input type="checkbox"/>	20 pts	Australian Visa Grant
<input type="checkbox"/>	20 pts	Business ABN

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 one 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 1 week's rent):	\$
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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:	\$	<input type="checkbox"/> weekly	<input type="checkbox"/> monthly
First payment of rent in advance:	\$		
Rental Bond:	\$		
Subtotal:	\$		
Less Holding Fee/Deposit:	\$		
Amount payable upon signing Tenancy Agreement:	\$		

PRIVACY POLICY

Ray White Surry Hills 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 inci-dent 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 consid-ered, 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 Surry Hills. I authorise the Ray White Surry Hills 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 re-cipients 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 Surry Hills 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, the Ray White Surry Hills 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, the Ray White Surry Hills 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 PROPERTY AS IS, IN IT'S CURRENT CONDITION.

X	
Signature	Date

Ray White®

Tenancy Application Form



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