Ray White®

TENANCY APPLICATION FORM

Please complete this application form in full and attach a photocopy of all supporting documentation prior to submission.

I, _____ confirm that I have seen the property _____
(your name) (property address)
on _____ and wish to apply for the property in its current condition.
(date inspected)

Ray White Policy & Procedures

- Applications can only be submitted after you or your representative have viewed and accepted the property in its current condition.
- Applications are processed Monday to Friday only, allow 2 business days.
- Each applicant must submit an individual form with 100 points of photocopied identification for each applicant. Please complete all details accurately, as incorrect details could void your application.
- All applicants will be checked through the Tenancy Information Centre of Australia (TICA).

Applications are referred to the owner of the property and the owners' decision is considered final.

100 POINT IDENTIFICATION REQUIRED

Must be **PHOTOCOPIED** prior to submitting your application

COMPULSORY
Proof of Income / Pay Slips
Centrelink Statement
Current Bank Statement
Photo of All Pets (if applicable)

Drivers Licence	25 Points	Proof of Address	40 Points
Birth Certificate	70 Points	Council Rates Notice	25 Points
Bank Card /Medicare Card	25 Points	Current Passport	70 Points

Should Your Application Be Successful

- You will be committed to the property and are required to pay the bond within 24 hours. The property will not be removed from our availability list until your bond is paid and agreement fully signed. A tenancy induction will be conducted with all tenants as soon as possible after approval.
- Once the commencement date of the tenancy has been agreed upon, this cannot be changed.
- Before moving into your new home, it will be necessary for you to pay your first 2 weeks rent, by either Bank Cheque, Money Order or BPAY.
- We are a CASHLESS office. Methods of payments options are, BPAY, Phone, Internet & Automatic Recurring Payment through the DEFT Payment System or by Cheque. A small fee of $0.85c will be charged to your nominated account per transaction if you choose the direct debit option. By completing this application you have agreed to these payment methods.
- We do not accept bond transfers, however Qld Housing Bond Loans will be accepted once approved.

I have read, understand and agree to all of the terms above Signed _____

If you are unable to sign the application electronically - Typing your name here will acknowledge your consent to the terms of the application.

Ray White Maroochydore
1/4-8 Duporth Ave, Maroochydore
P 07 5443 2000 **F** 07 5443 7770
E rentals.maroochydore@raywhite.com

Ray White Buderim
4/72 Burnett St, Buderim
P 07 5445 6088 **F** 07 5445 5411
E rentals.buderim.qld@raywhite.com

Ray White Noosa
1/37 Hastings St, Noosa Heads
P 07 5447 2021 **F** 07 5447 2919
E rentals.noosa@raywhite.com

Ray White Mooloolaba
13 Brisbane Rd, Mooloolaba
P 07 5444 3455 **F** 07 5444 8552
E rentals.mooloolaba@raywhite.com

Ray White Sippy Downs
Shop 7/11-19 Chancellor Village
P 07 5354 6002 **F** 07 5456 4722
E rentals.sippydowns@raywhite.com

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Where Did You Find Us?

Rent List from Office	Maroochydore	Mooloolaba	Buderim	Sippy Downs	Mountain Creek	Noosa	Peregian
For Rent Sign	Internet		raywhite.com.au		realestate.com.au		domain.com.au
Sales Person Referral			Other				
Do you own investment property locally? Y I N			Are you looking to buy in the near future? Y I N				

Property Details

Proposed Property		
Rent per week $	Preferred lease term YEARS MONTHS	Preferred start date

Personal Details

Full Name					
Date of Birth		Marital Status			
Mobile		Email			
Total Number of Occupants to reside at the premises		Name		Age	
Name	Age	Name		Age	
Name	Age	Name		Age	
Have you been known by another name/s?	Yes / No	Smoker	Yes / No		
Passport No.		Country			

Pets

Type of Pets		Small Medium Large	Inside Outside	Number of Pets	

Vehicles

Make		Model			
Year		Registration		Drivers Lic No.	
Do you own a boat/caravan/trailer that will be kept at the property Yes / No				Type	

Residency Details (if you currently own your property, please provide a copy of your latest rates notice)

Current Address			
Occupancy Period		Rent Paid	$
Reason for Leaving			
Agency/Landlord			(Ph)
			(Email)

Previous Address			
Occupancy Period		Rent Paid	$
Reason for Leaving			
Agency/Landlord			(Ph)
			(Email)
Bond Refunded?		If not, why not?	

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Current Occupation (Proof of income must be provided)

Current Occupation						
Current Employer						
Employer Address						
Payroll Contact	Ph		Email			
Employment Period		Gross Weekly Salary	$	Net	$	
If Employed For Less Than 6 Months – Provide Previous Employer						

If Self Employed

Name of Business					
Type of Business					
Address of Business					
Accountant Details		Ph			
Average Weekly Income		Period of Self Employment			
If Employed For Less Than 6 Months – Provide Previous Employer					

Other Income Details	e.g. Centrelink

Education

Name of Tafe I Uni			
Faculty / Course		Student ID Number	

Personal References

Name			
Address		Ph	
Relationship		How long known?	

Name			
Address		Ph	
Relationship		How long known?	

Business / Work References (Must be different to your payroll contact)

Name			
Business Name		Ph	
Address			

Name			
Business Name		Ph	
Address			

Emergency Contact

Name		Ph	
Address			

Ray White®

This is a FREE service that connects all your utilities and other services.

DIRECT CONNECT
MAKES MOVING EASY

Direct Connect can help arrange for the connection or provision of the following utilities and services:

Electricity Gas Phone Internet Pay TV
Insurance Removalist Truck or van hire Cleaners

☐ **Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.**

THE ALWAYS ON GUARANTEE

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature _____ Date _____

Privacy Statement

Privacy Disclosure Statement

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. 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 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, Heidi Davies. 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.

Consent

I the Applicant acknowledge that I have read the Privacy Disclosure Statement. I authorise Ray White Real Estate to collect information about me from:

1. My Previous letting agents and/or landlords;
2. My personal, Business/Work/Employment & Emergency Referees
3. Any Tenancy Default Database which may contain personal information about me. I also authorize the Agent to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

I authoriSe Ray White Real Estate to disclose the personal information collected about me to the owner of the property and to any third parties – valuers, contractors, sales people, insurance companies, bodies corporate, utilities companies such as gas, electricity, water connection, telephone connection, other agents and tenancy default databases.

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.

Applicant Name _____ Signature _____ Date _____

Once you have reveiwed and finalised your application, please click on the symbol below to save and submit the form ↓

Pet Application and Agreement

Property Address _____ Tenant Name _____

Pet Details

Item	Pet 1	Pet 2
Type/Breed of Pet/s		
Name/s		
Age		
De-sexed		
Council Reg Number		
Description		
Photo Provided		

Emergency Pet Carer

Name		
Address		
Phone Number	Work Number	Mobile Number

Veterinarian

Name		Phone Number
Address		
Phone Number	Work Number	Mobile Number

TERMS AND CONDITIONS

The Tenant/s acknowledges and agrees to the following terms:

1. The Lessor has agreed to permit pet/s at the premises as specified in the General Tenancy Agreement and this Pet Agreement.
2. Any pet other than the approved pet/s specified in the General Tenancy Agreement and this Pet Agreement must first be requested by Tenant/s in writing and then be approved in writing by the Lessor PRIOR to the pet/s being allowed onto the premises. Approval is not guaranteed.
3. The Tenant shall be liable for any damage or injury whatsoever caused by the pets on the Property, whether they are the pet of a Tenant or guest, Tenant's pets or their guests pets and regardless of their approval status.
4. The Tenant accepts full responsibility and indemnifies the Lessor for any claims by or injuries to third parties or their Property caused by, or as a result of actions by their pet/s or their guests pet/s, and regardless of their approval status.
5. The Tenant agrees to arrange for Flea Fumigation at the end of the tenancy or at a time during the tenacy as required or requested by the Lessor / Lessor's Agent to be carried out by a Company complying with Australian Standards.
6. The pet/s are to be outside at all times, unless specified otherwise in the General Tenancy Agreement or this Pet Agreement.
7. By signing below you are only asking for approval for the above-mentioned pet/s to be accepted at the property for which you are applying.
8. That the pet/s will not be fed on carpeted areas inside the property.
9. During the tenancy, when a Routine Inspection is to be conducted, please ensure your pet/s are tied up and restrained at all times.
10. The Tenant/s are required to ensure that the Approved Pet/s are registered with the Sunshine Coast Council at all times, and all relevant laws relating to the keeping of animals are complied with at all times.
11. The tenant/s agrees that should there be evidence of pet urine or smells in the property, it will be professionally cleaned and deodorized, or if necessary the affected carpet and underlay is to be replaced at the tenant/s own expense.
12. That the pet/s shall not be allowed outside of the premises unsupervised .
13. That the pet/s will not become an annoyance or source of discomfort to other tenant/s or neighbours.
14. To ensure grounds and surrounding outdoor areas are kept clean and free from animal faeces and other mess.
15. To repair any damage caused by the pet immediately, including re-turfing of lawns if there are track marks, holes or worn out areas, and any significant damage to ground level, walls, doors, carpet, fly screens, fences or furniture.

Acknowledgment by Applicant

Applicant Name	Signature	Date
Applicant Name	Signature	Date
Applicant Name	Signature	Date

After Processing Application

Application Result

☐ DECLINED ☐ APPROVED

The above mentioned pet/s have been approved by the Lessor of the property stated in this Agreement. This Agreement now forms part of the General Tenancy Agreement and the Tenant/s are now bound by the acknowledgement set out in the Application above.

Authorisation by Agent / Lessor

Applicant Name	Signature	Date