

TENANCY APPLICANTS

This office is a member of:-

**TENANCY INFORMATION CENTRE AUSTRALIA PTY LTD,
THE TENANT REFERENCE ASSOCIATION, NATIONAL TENANCY DATABASE & RP
DATA. All applicants for tenancy with this office are processed through these
databases.**

Thank you for applying for one of our rental properties.

Please deliver the full completed application to our office at C5/1-3 Burbank Place, Bella Vista or
email to bellavista.nsw@raywhite.com

Please ensure that the following checklist below is FULLY COMPLETED prior to submitting your application. Incomplete applications WILL NOT be processed. All supporting photocopied documents must be submitted Along with the application and must be clear and readable.

Giving us all the information at one-time will allow us to start the reference process immediately and will result in a speedier answer to your application.

- Have all people moving into the property over the age of 18 years completed an application in **FULL and SIGNED?**
- Have you viewed the property internally before applying? (Before submitting an application you must view the property internally)
- Has the privacy declaration form been signed?
- Does each applicant have at least one photo identification and the 100 points minimum per person?

▪	-	Last four rent receipts	50 points
▪	-	Drivers License	40 points
▪	-	Photo ID	30 points
▪	-	Passport	30 points
▪	-	Current motor vehicle rego papers	10 points
▪	-	Telephone, gas, electricity, water bill	10 points
▪	-	Copy of birth certificate	10 points
▪	-	Proof of Income	30 points

- If you are a home owner who has never rented – You will need to supply copy of water, council rates or proof of ownership
- If you are commencing new employment – you will need to supply copy of your letter of appointment and a contact person and number

***IT IS A POLICY OF RAY WHITE BELLA VISTA THAT ALL RENT PAYMENTS MUST BE PAID USING THE
MACQUARIE BANK DEFT CARD SYSTEM OR CREDIT CARD. SUCCESSFUL TENANTS WILL ONLY BE
ACCEPTED UNDER THESE PROVISIONS.***

The landlord's decision to approve or reject your application will be based on the number and quality of references provided and a demonstrated ability to pay rent and maintain the property to an acceptable standard. Therefore, please complete the application to the best of your ability, providing as much information and supporting documents or references as possible. Our office reserves the right to allow for any changes or addition to the above. Should an applicant fail to provide the above details, the application may not be processed.

RAY WHITE BELLA VISTA

C5/1-3 Burbank Place, Bella Vista 2153

Phone: 8824 4255 Fax: 8824 4299

THIS FORM MUST BE SIGNED FOR US TO PROCESS YOUR APPLICATION

**PRIVACY ACT ACKNOWLEDGEMENT FOR TENANTS
FOR ANNEXURE TO APPLICATION FOR TENANCY**

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organisation may access a database/s. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles our office discloses that in addition to information being supplied to a database company other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government departments, other landlords or agents and trades people.

I/we the said applicant/s declare that I/we give my/our permission to the agent to collect my/our information, including my/our current photograph identification and pass such information onto TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia. I/we authorise this agent to provide any information about me to TRA/Landlord/Video store, for the purpose of that check. I/we further give my/our permission for my/our information and photograph identification to be provided to any other tenancy database for the assessment of my/our tenancy application. I/we further give consent to the member of the Database Company to contact any of my/our referees provided by me/us in my/our tenancy application.

I/we agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database my/our information may be recorded as making an inquiry.

I/we agree that in the event of a default occurring under a tenancy agreement I/we give my/our permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I/we further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I/we understand that TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia are database companies that allow their member's access to information accumulated from members about tenants who have breached their tenancy agreements.

I/we agree and understand that should I/we fail to provide the database member with the information including photograph identification and acknowledgements required the database member may elect not to proceed with my/our tenancy application. I/we agree and understand that a listing with TICA Default Tenancy Control Pty Ltd, RP Data or Tenancy Reference Australia could have an adverse effect on my/our ability to obtain future rental accommodation.

Should this agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step to which the former agent could have taken.

I/we acknowledge and understand that TICA Default Tenancy Control Pty Ltd, National Tenancy Database, RP Data and Tenancy Reference Australia can be contacted and the database member will provide me with all relevant information if requested.

Consent To Obtain Information Relating To Rental History/Employment details

I/we authorise Ray White Bella Vista to obtain information relating to my/our tenancy history, from my current and/or previous landlord and/or agent for confirmation of details supplied on this application along with confirmation of my employment details.

Applicants Name/s _____

Signed by Member

Signed by Applicants

Dated

Dated

**Ray White Bella Vista
C5/1-3 Burbank Place, Bella Vista**

THIS FORM MUST BE SIGNED FOR US TO PROCESS YOUR APPLICATION

APPLICANTS DETAILS

Address of property you are applying for: _____

Date of application: _____ Rental amount: _____

Intended commencement date: _____ For a period of _____ mths

Where did you see this property Advertised: _____

Have you viewed this property Yes / No With which agent _____

Applicant name:			
Contact numbers:	H:	W:	M:
Email address:			
Date of Birth:		Drivers Licence:	
Current Employer:			
Your position:			Phone no.
Business Address:			Fax No.
Period of Employment:		Approx income p/w:	
Additional income or benefits received:			
Previous Employer:			
Your position:			Phone no.
Period of Employment:		Approx income p/w:	
Present Address:			
Are you currently renting this property:		YES NO	Current rent p/w:
Agents Name:		Agents phone no.:	
How long have you live there:		Years Mths	
Reason for leaving:			
Previous Address:			
Were you renting this property:		YES NO	Current rent p/w:
Agents Name:		Agents phone no.:	
How long have you live there:		Years Mths	
Reason for leaving:			
Personal Reference:			
Name:			
Address:		Phone:	
Emergency Contact Details:			
Name:			
Address:		Phone:	
Total number of occupants who will be living in this property:			Ages
Adults		Kids	
Pets:			
YES NO		Type of animal and Breed:	
Do you own a motor vehicle:			
YES NO		Registration number:	
Is this vehicle - Leased Owned Company Financed Other			
If Self Employed:			
Company/Business name:			
ABN Number:		How long in this business:	
Your accountants details:		Name: Phone:	
(You must supply your Tax Returns for the last 2-5 years if you are self employed)			

Applicants Signature _____

A Free Service – Connecting Your Home Services Has Never Been Easier!

Ray White Connect is a simple and convenient time saving service assisting you to connect your Electricity, Gas, Phone, Internet and Pay-TV to a choice of Australia's leading providers. Ray White Connect can also assist with discounted quotes for removalists, van/truck hire, cleaning services and security monitoring.

No longer do you need to call each service provider individually, wait on hold and repeatedly give your personal details. We take care of it all for you – with the one phone call.

Simply fill in your details below and a Ray White Connect representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you please phone 1300 556 325 to ensure connection can be completed by your requested date.

Dr Mr Mrs Miss Ms

Surname _____ Given Name/s _____

Property Address _____ Suburb _____ Post Code _____

Pension No _____ DOB ____/____/____ Drivers Lic. _____ State _____

Home Ph _____ Work Ph _____ Mobile Ph _____

Email _____ Date of Connections ____/____/____

Declaration:

Connection of your utilities will only be initiated once a representative has discussed your details with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s). The privacy of our customers is of vital importance to Ray White Connect.

I consent to the collection of my personal information by Ray White Connect Pty Ltd ACN 79 097 398 662 for the purposes of arranging for the connection and or disconnection of the nominated moving and connections services and related services, and to providing my personal information contained in this application to the relevant service providers, in accordance with Ray White Connect's Privacy Policy (which is available for my inspection at www.raywhiteconnect.com.au) Ray White Connect and those service providers may contact me from time to time (including by electronic means) to let me know about new or existing products or services. I understand that I can contact Ray White Connect at any time if I do not want to receive that information from Ray White Connect or if I want to update my personal information. I agree that neither Ray White Connect nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames, terms and conditions once agreeing to use the chosen service provider. I authorise the obtaining of a National Metering Identifier and or a Metering Installation Registration Number on my residential address to obtain supply details. 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 and that there is easy access to the meters. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that Ray White Connect may be paid a fee by the service provider and may pay a fee to the Agent in respect of the provision of the service provided to me by Ray White Connect.

Please Call Me Yes

Signed: _____

Date / /

Ray White Bella Vista

ID: 18048

Phone: 1300 556 325 Fax: 1300 889 598 Email: connect@raywhite.com.au Web: www.raywhiteconnect.com.au