

This is a tenancy application form. Its purpose is to identify potential tenants. This form is not, nor does it form any part of, a tenancy agreement. Should your application be successful, your rights and obligations and those of the property owner will be governed by the Residential Tenancy Act 1997. If the information is not provided, the Agent may not be able to process the application.

(To be completed by all persons 18 years and over. Please write clearly or Print)

Property Required

Street _____

 Suburb _____ State _____ Postcode _____
 Rent per week \$ _____

Personal Details

Title Mr Mrs Miss Ms other Gender _____
 Full Name _____
 Current Address _____

 _____ State _____ Postcode _____
 Phone Home _____ Work _____
 Mobile _____ Email _____
 Date of birth _____
 Drivers License No _____ State of Issue _____
 Passport No _____ Country of Issue _____
 Medicare Card No _____ Ref No _____ Colour _____ Expiry _____

Rental History

Are you currently renting? Yes / No
 If yes - Agent Name and Phone No _____
 Have you rented previously? Yes / No
 If yes - Agent Name and Phone No _____
 Was your bond refunded in full? Yes / No
 If no – why

Employment history

Current employer _____
 Contact person _____ Phone No _____
 Length of employment _____
 Full time / Part time / Casual _____
 Hours per week _____
 Are you self employed Yes / No
 If yes name of Company _____
 Business details _____
 Previous employment _____

Student

College _____
ID Card Number _____
Course attending _____
Year _____ Full time / Part time _____

Pets

Dog / cat / bird / other _____
Breed _____ How many _____
Are they registered with Council? Yes / No
Inside or outside Pet _____

General Details

Do you smoke? Yes / No Inside or Outside _____
Are you or have you been bankrupt? _____
Do you have outstanding debts at a Collection Agency Yes / No

Next of Kin

Name (not living with you) _____
Address _____
Phone Work _____ Home _____ Mobile _____
Relationship _____

Occupancy Details

Number of Adults _____
Number of Children _____
Number of vehicles _____

References

1. Name _____
Address _____
Phone Work _____ Home _____
2. Name _____
Address _____
Phone Work _____ Home _____

3. Name _____
 Address _____
 Phone Work _____ Home _____

Additional Information

I acknowledge that all information contained within is true and correct and that all of the information was given of my own free will. I further authorise the letting agent to contact and/or conduct any inquiries and or searches in relation to the information and references supplied in this application.

I confirm I have previously inspected the property prior to signing this application Yes / No

Signed ✘ Date _____



Agent Details

Agent Licensee: Matt Grice

 Agency MJG Real Estate Pty Ltd trading as One Agency Burnie ABN 41 816 181 189
 Street 140 Wilson Street

 Suburb Burnie State TAS Postcode 7320
 Phone 03 6431 1595 Fax _____ Mobile _____
 Email rentalsburnie@oneagency.com.au

PRIVACY ACT (COMMONWEALTH) 1988 - COLLECTION NOTICE

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Applicant's identity to process and evaluate the application and effectively manage the tenancy. The personal information collected about the Applicant may be disclosed, by use of the internet or otherwise, to other parties, including the landlord, trades people, referees, solicitors, financial institutions, media organizations, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential, third party operators of tenancy reference databases, government, collection agencies, relevant Courts and Tribunals, and statutory bodies and other third parties as required by law.

Information already held on tenancy reference databases may also be disclosed to the Agent and/or landlord. Unless you advise the Agent to the contrary, the Agent may also disclose such basic information to The Real Estate Institute of Tasmania Ltd (REIT) for the purpose of documenting leasing data in the area for the benefit of its members as part of membership services and for others in the property or related industries, and so as to assist them in continuing to provide the best possible service to their clients. In providing this information, you agree to its use, unless you advise the Agent differently. The privacy policy of the REIT can be viewed on its website www.reit.com.au

The Agent will only disclose information in this way to other parties to achieve the purposes specified above or as otherwise allowed under the Privacy Act.

If the Applicant would like to access this information they can do so by contacting the Agent at the address and contact numbers contained in this Application or the REIT on (03) 6223 4769. The Applicant can also correct this information if it is inaccurate, incomplete or out of date.

I/We acknowledge that I/We have read and understood the contents of the Privacy Collection Notice.

Signed _____
Date _____

**SIGN
HERE**

*This Annexure page is to be used only if there is insufficient space in the Schedule.
 Please insert the relevant corresponding Item number and heading.*

ITEM	DESCRIPTION
Separate applications required	A separate application form must be completed for each and every prospective adult tenant.
Supply following documentation	<p>1. IDENTIFICATION Please provide identification (e.g. drivers licence, passport, Medicare card, Centrelink card).</p> <p>2. PROOF OF ABILITY TO AFFORD PROPERTY Copy of most recent payslip or Centrelink statement. If self employed, copy of most recent tax assessment notice.</p> <p>3. TENANT RENT LEDGER Copy of rental payment ledger from current Agent or Landlord.</p> <p>4. PROPERTY OWNER If you own your property, copy of Council Rates or Water Rates Notice.</p> <p>5. NOT AN AUSTRALIAN CITIZEN Copy of passport or Visa.</p> <p>6. PERSONAL INFORMATION REPORT Tasmanian Collection Service www.tascol.com.au Equifax (mainland) www.equifax.com.au</p> <p>APPLICATIONS WILL NOT BE PROCESSED WITHOUT ALL NECESSARY DOCUMENTS.</p>
All payments via electronic transfer only	Please note: All rental payments to the office are by electronic transfer, or via over-the-counter payment in branch (we do not accept cash in office).