



Tenancy application

Property details:

Address of property

Property viewed?

No Yes Date viewed? / /

Applicants details:

Name

Middle name

Surname

Gender

Male Female

Date of birth

 / /

Mobile number

Work / other phone

Email

Other applicants

Full name applicant 2

Full name applicant 3

Full name applicant 4

Pets

Do you currently have any pets No Yes

If yes what type / breed

Where does your pet live?

Only in backyard Yes my pet does come inside

Other Cage etc

Tenancy requirements:

Ideal commencement date

 / /

Rent

\$

Length of lease

Rent payment period

Weekly Other

Occupancy details:

No. of Adults

No. of children

Age of children

Other information

Present address:

Address

Suburb

Do you own this property?

No Yes

Current rent per week

Rent ledger attached

Time at current property

Reason for leaving current rental

Current landlord / Agent details

Landlords name or managing agent

Mobile / office number

Email

Notes:

Previous address:

Suburb

Time at this property

Landlords name or managing agent

Mobile / office number

Email

Proof of ID documents:

Primary Identification (40 points)

<input type="checkbox"/>	Drivers licence	Number	<input type="text"/>
<input type="checkbox"/>	Photo ID Card	Number	<input type="text"/>
<input type="checkbox"/>	Passport	Number	<input type="text"/>
<input type="checkbox"/>	Other	Number	<input type="text"/>

Secondary Identification (10 points)

<input type="checkbox"/>	Medicare card	<input type="checkbox"/>	Credit card/eftpos card
<input type="checkbox"/>	Electricity invoice	<input type="checkbox"/>	Telephone / mobile invoice

Proof of ID cited by Agent:

Current employment

Employment type

Casual Part-Time Full-time Unemployed

Job Title

Company name

Managers name

Managers phone number

Managers email

4 Current payslips attached (30 points)

Centrelink / Pension

Benefit type

Centrelink statement attached (30 points)

Other income

other income documentation attached or notes

Tenant notes

Emergency contact:

Name

Relationship

Phone number

Tenant Checklist:

Rent per week \$_____

BOND \$_____ (4x weekly rent)

Bond will be paid through Bonds Online

No Yes

I will be submitting a paper bond

No Yes

If accepted you will required to pay 1 x weeks rent to hold property. This will automatically go to you first weeks rent.

I will be paying my rent :

Weekly Fortnightly

My rent will be paid by electronic transfer

My rent will be paid by direct debit

My rent will be paid Centrepay

Payment method must be disclosed prior to application being processed.

ADMIN ONLY:

Agent

COMPLETE Yes No

MORE INFORMATION No Yes

Total applicants of received all applications

REFERENCES

TICA No Yes

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Disclosure:

I hereby offer to rent the property from the owner under a lease to be prepared by Coastal Realty Forster Tuncurry, should my application be accepted by the landlord, and I agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the agent to obtain personal information from:

- (a) The owner or the agent of my current or previous residence:
- (b) My personal referees and employer/s:
- (c) Any database of defaults by tenant such as TICA for the purpose of checking my tenancy history:

I am aware that I may access personal information by contacting:

TICA 02 9743 1800

If I default under a rental agreement, I agree that the agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- (a) Communicate with the owner and select a tenant
- (b) Prepare lease/tenancy documents
- (c) Allow tradespeople or equivalent organisations to contact me
- (d) Lodge, claim or transfer to/from Bond Authority
- (e) Refer to Tribunal/Courts & Statutory Authorities (where applicable)
- (f) Refer to collections agents/lawyers (where applicable)

I am aware that if information is not provided or I do not consent to the uses of my personal information, the agent cannot provide me with the lease/tenancy of the premises.

TICA Checklist:

- YES**, I have read, understand and agreed to the Terms and Conditions of the TICA Disclosure.
- No**, I do NOT accept the Terms and Conditions of the TICA Disclosure.

NSW Fair Trading Tenant Information Statement

- YES**, I have read and understand the NSW Fair Trading Tenant Information Statement.
- NO**, I have NOT read the NSW Fair Trading Tenant Information Statement.



Scan this QR Code
For the NSW Fair Trading
Tenant Information Statement.

Declaration:

I declare that the information provided is correct and accurate. I understand that there are penalties for giving false and misleading information. Please sign and hand in your application with any further information that you require to complete this application.

Signature

Date