

Residential Tenancy Application Form

Proposed Property Address: _____

Rent p/w: \$ _____ Length Of Tenancy: 6 Months 12 months Commencing: _____

The properties managed by this office may be protected by the
 Barclay MIS Protect & Collect Plan.

**THIS OFFICE USES THE T.I.C.A AND BARCLAYS DATABASES TO ASSIST IN THE
 PROCESSING OF THIS APPLICATION**

Please attach with your application the following information:

- Copy of Rates Notice (if owned property) or Rent Ledger from current managing agent
- Driver's License
- Photo I.D. (18+ card)
- Passport
- Current car/bike registration papers
- Copy of phone, electricity and/or gas accounts
- Medicare Card
- Proof Of Income - If employed last 2 x payslips. If self-employed banks statement; accountants details; tax return for previous year. If unemployed or on benefits copy of current Centrelink statement and health care card.

Applicant One

Name of Applicant One _____

Date of Birth: _____ 18+ Card No.: _____

Driver's License No.: _____ State: _____ Vehicle Rego. No.: _____

No. of cars/bikes to be park on premise: _____

Car/s Bike's Make, Model and Colour: _____

Number of Children _____ Ages _____

Home Phone No.: _____ Work No.: _____

Mobile No.: _____ Email _____

Occupation: _____

Are you or any of the dependents residing with you, smokers? Yes No

Do you have any pets? Yes No

IF YES PLEASE COMPLETE THE PET APPLICATION FORM

Do you own a lawnmower? Yes No If no how do you intend to care for the lawns?

Emergency Contact (not residing with you)

Name: _____

Relationship: _____

Address: _____

Phone: _____

Employment Details (Applicant 1)

If you are employed are you Full Time Part Time Casual Contract

Company Name: _____

Address: _____

Phone Number: _____

How long have you worked there: _____ Nett Weekly Income \$ _____

If employed less than 6 months please provide previous employer: _____

Address: _____

Phone Number: _____

Length of employment: _____ Position held: _____

If you are self-employed

Registered name of business: _____

ABN: _____

Address: _____ Type of business: _____

Phone Number: _____ Personal Nett Income p/week: \$ _____

If you are a student are you Full Time Part Time

Are you an overseas student Yes No

If yes visa expiry date is: ____/____/____

If you receive a Centrelink payment total amount received weekly (total payments): \$ _____

Rental History

Current Agent/Landlord: _____ Phone: _____ Fax _____

Address of rented property: _____

Date lease started: ____/____/____ Date vacated: ____/____/____

Rent per week: \$ _____ Period of tenancy: _____ Reason for leaving: _____

Was the bond refunded in full Yes No If no why: _____

Previous agent/landlord: _____ Phone: _____ Fax _____

Address of rented property: _____

Date lease started: ____/____/____ Date vacated: ____/____/____

Rent per week: \$ _____ Period of tenancy: _____ Reason for leaving: _____

Was the bond refunded in full Yes No If no why: _____

Personal References

1. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

2. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

3. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

Please attach with your application the following information:

- Copy of Rates Notice (if owned property) or Rent Ledger from current managing agent
- Driver's License
- Photo I.D. (18+ card)
- Passport
- Current car/bike registration papers
- Copy of phone, electricity and/or gas accounts
- Medicare Card
- Proof Of Income - If employed last 2 x payslips. If self-employed banks statement; accountants details; tax return for previous year. If unemployed or on benefits copy of current Centrelink statement and health care card.

Applicant Two

Name of Applicant Two _____

Date of Birth: _____ 18+ Card No.: _____

Driver's License No.: _____ State: _____ Vehicle Rego. No.: _____

No. of cars/bikes to be park on premise: _____

Car/s Bike's Make, Model and Colour: _____

Number of Children _____ Ages _____

Home Phone No.: _____ Work No.: _____

Mobile No.: _____ Email _____

Occupation: _____

Are you or any of the dependents residing with you, smokers? Yes No

Do you have any pets? Yes No

IF YES, PLEASE COMPLETE THE PET APPLICATION FORM

Do you own a lawnmower? Yes No If no how do you intend to care for the lawns?

Emergency Contact (not residing with you)

Name: _____

Relationship: _____

Address: _____

Phone: _____

Employment Details (Applicant 2)

If you are employed are you Full Time Part Time Casual Contract

Company Name: _____

Address: _____

Phone Number: _____

How long have you worked there: _____ Nett Weekly Income \$ _____

If employed less than 6 months please provide previous employer: _____

Address: _____

Phone Number: _____

Length of employment: _____ Position held: _____

If you are self-employed

Registered name of business: _____

ABN: _____

Address: _____ Type of business: _____

Phone Number: _____ Personal Nett Income p/week: \$ _____

If you are a student are you Full Time Part Time

Are you an overseas student Yes No

If yes visa expiry date is: ____/____/____

If you receive a Centrelink payment total amount received weekly (total payments): \$ _____

Rental History

Current Agent/Landlord: _____ Phone: _____ Fax _____

Address of rented property: _____

Date lease started: ___/___/___ Date vacated: ___/___/___

Rent per week: \$ _____ Period of tenancy: _____ Reason for leaving: _____

Was the bond refunded in full Yes No If no why: _____

Previous agent/landlord: _____ Phone: _____ Fax _____

Address of rented property: _____

Date Lease started: ___/___/___ Date vacated: ___/___/___

Rent per week: \$ _____ Period of tenancy: _____ Reason for leaving: _____

Was the bond refunded in full Yes No If no why: _____

Personal References

1. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

2. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

3. Name: _____

Relationship: _____

Address: _____

Known for: _____ years/months

Home Phone: _____ Mobile: _____

Disclaimer / Authority

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and /or conducting any enquiries and/ or searches with regard to the information and references supplies in this application. I, the said applicant, do solemnly and sincerely declare that i am over 18 years of age and have read and understand the contents of this agreement and have the competence and capacity to enter into this agreement.

I have physically inspected the property, and I understand I am taking the property in the condition as viewed. I am financially able to meet all commitments under the Residential Tenancy Agreement and that I have not been declared bankrupt

I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed Tenancy Application submitted by me. I further consent to the agent carrying out any enquiries necessary to process my application for tenancy. I further consent to the agent disclosing all personal information that they may hold for the purpose of:

- listing my name with a database as a result of a tribunal order
- enforcing a tribunal order
- commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and/or damage that occurred or occurs during my period of tenancy.

I have been informed and understand that this property may be covered by the Barclay MIS Protect & Collect Plan and in this case, I further consent to the agent supplying my personal information to Barclay MIS Protect & Collect Pty Ltd. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obliged to disclose why or supply any reason for the rejection of this application

I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any Tenancy Data Base/s that they use, subject to the Tenancy Data Base/s complying with the provisions of the Privacy Act. Furthermore I have read, understand and accept the agents Privacy Statement. In accordance with the privacy act, I the undersigned authorise the recipient of this form to give information to all necessary third parties regarding my rental history. I further understand this information will be used to assess my application for tenancy.

Applicants Full Name: _____ Date _____

Applicants Signature: _____

Applicants Full Name: _____ Date _____

Applicants Signature: _____

PET APPLICATION FORM

Property Address _____

Tenant name _____

Photo of pet attached YES / NO

Description Pet 1 _____ Pet 2 _____

Type _____ / _____

Breed _____

Name _____

Age _____

Desexed YES / NO

Council Registered YES / NO

Microchipped YES / NO

Colour _____

Size Small / Medium / Large Small / Medium / Large

Terms & Conditions

The tenant/s acknowledge and agree 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. No pet/s other than the approved pet/s may reside on the premises;
3. The Tenant accepts full responsibility and indemnifies the Lessor/agent for any claims by or injuries to third parties or their Property caused by, or as a result of actions by their pet/s, and regardless of the approval status;
4. The tenant has inspected the property and is satisfied that the fencing is adequate for the confining of the pet. The tenant further acknowledges and agrees that should there be any additional work either at the start of the tenancy or during the tenancy to upgrade the fencing for the confining of the pet/s this will be at the complete cost to the tenant. Any additional work must first be approved in writing by the Lessor/Agent. The tenant further acknowledges that the Lessor/agent neither expressly or implied warrant the suitability of the fencing for the confining of the pet this is at the tenants sole discretion;
5. The tenant further agrees to unilaterally indemnify the Lessor/ agent from any and all liability in relation to the actions of the pet/s including but not limited to the tenants pet escaping the property and causing loss, damage, injury or costs to any third party.
6. The tenant agrees to have the premises and the grounds treated for fleas at the end of the tenancy or at any time during the tenancy as required or requested by the Lessor/agent. This treatment is to be carried out by a suitably licensed pest control agent.
7. Pets are to be outside at all-time unless otherwise specified otherwise in the tenancy agreement/ pet agreement;
8. The tenant acknowledges that this is an application to keep pet/s on the premises and does not guarantee that approval will be given;
9. The tenant agrees that no additional animal/s will be kept on the premises, either short term or temporarily.
10. The tenant agrees that the pet is not permitted inside the property.
11. The tenant agrees to clean up after their pet and to dispose of their pets waste quickly and properly;
12. Tenants agree not to leave food or water for their pet outside their dwelling where it may attract other animals or vermin;
13. The tenant agrees not to breed or allow the pet to reproduce, however should this event occur, the tenant warrants that the pets offspring will be removed/placed within eight weeks of birth;
14. The tenants agree that if they keep fish they accept responsibility for any damage caused by leakage or spillage of water.
15. The tenant understands, agrees and warrants that dogs of a prohibited breeder declared dangerous must not be kept or brought onto the premises or common property.
16. In the event of the death of a pet, the pet's remains must not be buried on the property without the express approval in writing of the Lessor/Agent. If buried without approval, the tenant shall be responsible for the full cost of repatriation of the property.

Applicant 1 Name Signature _____

Applicant 2 Name Signature _____

COLLECTION NOTICE

You agree that for the purpose of this Application for Tenancy, the Owner or Agent may make enquiries of the persons given as referees, next of kin or emergency contacts by you, and also make enquiries of such other persons or agencies as the owner may see fit.

The personal information you give in this Application for Tenancy or collected from other sources is necessary for the Owner or Agent to verify your identity, to process and evaluate the offer, to manage the tenancy and to conduct the agents business. Personal information collected about you in this offer and during the course of the tenancy if the Application for Tenancy is successful may be disclosed for the purpose for which it was collected to other parties including to the owner, referees, other agents, third party operators of tenancy reference data bases may also be disclosed to the agent or owner.

If you enter into the Residential Tenancy Agreement or you fail to comply with your obligations under the Tenancy Agreement/Lease that fact and other relevant personal information collected about you during the course of this Application for Tenancy may also be disclosed to the owner, third party operators of tenancy reference databases or other real estate agents.

If you would like to access the personal information the owners or agents hold, you can do so by contacting the agent.

You can also correct this information if it is inaccurate, incomplete or out of date. If the information in this offer, option or the lease is not provided, the agents may not be able to process Application for Tenancy properly or manage the tenancy properly.

1st Applicant:

Name

Signature

Date

2nd Applicant:

Name

Signature

Date

3rd Applicant:

Name

Signature

Date

Written Notice about Use of Tenancy Databases

Section 458A Residential Tenancies and Rooming Accommodation Act 2008 Residential tenancy databases are often used by lessors (landlords) and property managers to check an applicant's tenancy history and improve their chances of finding a reliable tenant.

Under the Residential Tenancies and Rooming Accommodation Act 2008, lessors and property managers must provide written notice to prospective tenants about the residential tenancy databases that they use and how a prospective tenant can contact that database operator.

The database/s we use are:

TICA Default Tenancy Control PTY LTD

Telephone: 190 222 0346 (charged at \$5.45 per minute, higher from mobile and pay phones)

P.O Box 120 CONCORD NSW 2137

Tenants can write to TICA for a copy of their history attaching a \$19.80 money order or Bank Cheque.

Barclay MIS Protect & Collect Pty Ltd

Telephone: 1300 883 916

(Tenant Enquiries see contact details below)

P.O. BOX 553 WYNNUM QLD 4178

Tenants can request details of any history pertinent to them by sending a reply paid envelope to the above address.

If we discover personal information about you on a tenancy database during the application process, we will advise you in writing within 7 days of using the database.