

WAL PAVEY

REAL ESTATE

144 Adelaide Street, Maryborough Qld 4650

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Residential Tenancy Application

Please be advised that this application will only be processed once ALL details have been completed with copies of supporting documents attached. Each applicant must submit an individual form.

PROPERTY DETAILS

Address of Property: _____

Lease commencement: _____

Lease term: _____

Rent per week: \$ _____

PERSONAL DETAILS

Given Name(s): _____ Surname: _____

Have you ever been known by any other name?: (eg. Maiden name) _____

Date of Birth: _____ Drivers Licence number: _____ Expiry date: _____

Current Address: _____

Home Phone: _____ Work Phone: _____ Mobile: _____

Email Address: _____ Do you smoke? Yes No

Names of all other occupants: _____

Names & ages of children to occupy at the property: _____

Number & type of pets: _____

VEHICLE DETAILS TO BE KEPT AT THE PROPERTY

Registration No: _____ Make & Model: _____ Colour: _____

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CURRENT ADDRESS DETAILS

Current Address: _____ Rent per week: _____

Reason for leaving: _____

Length of time at current address: _____ Phone: _____

Name of Landlord / Agent: _____ Fax: _____

PREVIOUS ADDRESS DETAILS

Previous Address: _____ Rent per week: _____

Reason for leaving: _____

Length of time at above address: _____ Phone: _____

Name of Landlord / Agent: _____ Fax: _____

Was bond refunded in full: Yes No

If no, please specify reason why: _____

CURRENT EMPLOYMENT DETAILS

Occupation: _____ Current Employer: _____

Employer's Address: _____

Contact Name: _____ Contact Number: _____

Length of employment: _____

Nett weekly income: \$ _____

Other source of income: (eg. Centrelink) _____ Centrelink number: _____

Nett weekly income: \$ _____

NEXT OF KIN

Given Name(s): _____ Surname: _____

Relationship: _____

Address: _____

Phone: _____ Mobile: _____ Email: _____

REFEREES

Business referee: _____ Position: _____

Phone: _____ Mobile: _____

Personal referee: _____ Relationship: _____

Phone: _____ Mobile: _____

THE FOLLOWING INFORMATION AND DOCUMENTATION IS REQUIRED BY EACH APPLICANT:

PLEASE NOTE:

YOU MUST INCLUDE AT LEAST ONE (1) ITEM FROM EACH SECTION AND MUST BE ABLE TO PRODUCE 100 POINTS.
IF REQUIRED OUR OFFICE WILL PROVIDE A PHOTOCOPY SERVICE AT A COST OF 10 CENTS PER PAGE

ITEM	X	POINTS
SECTION 1		
Drivers Licence		40
Passport		40
Other Photo ID		20
Birth Certificate		10
SECTION 2		
Current wage advice		20
Centrelink Statement		20
Council Rates notice		30
If new job – letter of confirmation of employment		20
SECTION 3		
Motor vehicle registration		20
Bank Statement		20
Medicare Card		10
Debit/Credit card		10
Tax Assessment notice		20
Previous 2 rent receipts		20
Current utility account		10

OFFICE USE ONLY

ITEM	X	ITEM	X
Personal reference checked		Previous agent/lessor checked	
Tenancy Database checked		Lessor notified - Approved	
Employment checked		Applicant notified	

Property Manager initial

Date

PRIVACY DISCLOSURE STATEMENT

Wal Pavey Real Estate is an independently owned and operated business and are bound by the National Privacy principles. We collect personal information about you in this form to assess your Application for tenancy. We may need to collect information about you from your previous Lessors or Letting Agent/s, your Employer and Referees. We will also check if details of tenancy defaults by you are held on a Tenancy Database.

COLLECTION NOTICE

The personal information you provide in this Application or our Agency collects from other sources is necessary for Wal Pavey Real Estate to verify your identity, to process and evaluate the Application and to manage the tenancy. If the Application is successful, personal information collected about you in this Application and during the course of your tenancy, may be disclosed for the purpose of which it is collected to other parties including the Lessor, Referees, other agents and third party operators of Tenancy Databases. Information already held on Tenancy Databases may also be disclosed to our Agency and/or the Lessor. If you enter into a General Tenancy Agreement and if you fail to comply with your obligations under the Agreement, the facts and other relevant personal information collected about you during the course of your Tenancy may be disclosed to the Lessor, third party operators of Tenancy Databases and/or other Agents.

You have the right to access personal information that we hold about by contacting our office. You can also correct this information if it is inaccurate, incomplete or out of date. If your Application is not successful it will be stored securely for a period of 3 weeks only. If you decide not to collect your Application, we will destroy your documents to comply with Privacy Legislation.

If you do not complete this form or do not sign the consent below, then your Application for the Tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected, due to insufficient information to assess the Application.

PRIVACY CONSENT

I acknowledge that I have read the above Privacy Disclosure Statement and Collection Notice of Wal Pavey Real Estate. I authorise Wal Pavey Real Estate to collect information about me from:

- My previous letting Agents and/or Lessors;
- My personal referees, employers and all other references on this application;
- Tenancy Databases to which Wal Pavey Real Estate subscribes. I can refer to their Privacy Disclosure Statement via: www.tica.com.au

I authorise Wal Pavey Real Estate to refer my name and contact details to tradespeople (to attend to work required at this property), salespeople, valuers, the Lessor, other agents, database operators, other Property Managers, Body Corporate, Insurance companies, Financial services, if required in the future, and to Authorities as required by law.

DECLARATION

Please declare the following by selecting either TRUE or FALSE

I, the Applicant,

1. Have never been evicted by an agent/lessor True False
2. Was refunded the rental bond for my previous address in full True False
If false, please advise what deductions were made from your bond:
3. Have no outstanding debt to any other agent/lessor True False
If false, please supply a reason as to why you have not paid this debt
4. Have no known reasons that would affect my ability to pay rent True False

ACKNOWLEDGEMENT

Please acknowledge the following by selecting either YES or NO

I, the Applicant,

1. Understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property, in particular to check my identification, my ability to care for the property, my character and my creditworthiness. Yes No
- 1.1 For such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches as you consider reasonably necessary. Yes No
2. Acknowledge and accept that if this application is denied, the agent is not legally obliged to provide a reason as to why. Yes No
3. Acknowledge that I have been made aware of the agency's Privacy Policy. Yes No
4. Acknowledge that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agent's acceptance of this application. Yes No
5. Acknowledge that my personal contents insurance is not covered under and lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings. Yes No
6. Consent to the use of email and facsimile in accordance with the provisions Set out in Chapter 2 of the Electronic Transactions (Qld) Act 2001 and the Electronic Transactions Act 1999 (cth). Yes No
7. Declare that the above information is true and correct and that I have supplied it of my own free will. Yes No
8. Understand that I have inspected the property and am satisfied with the current condition and cleanliness of the property. Yes No

NAME OF APPLICANT

SIGNATURE

DATE
