

# TENANCY APPLICATION

→ Should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.

→ You will need to present photo identification on submission of this application

→ Please attach a copy of your credit report to this application

(credit checks are obtainable from the Tasmanian Collection Agency – corner of Collins and Argyle Street, Hobart - or if from interstate this report is to come from the registered agency in relevant state).

How did you hear about this property?  Internet  Newspaper  Office  Other \_\_\_\_\_ Date → \_\_/\_\_/\_\_

PREMISES → \_\_\_\_\_ Date Viewed → \_\_/\_\_/\_\_

Lease Term Required → \_\_\_\_\_ Rent P/W → \$ \_\_\_\_\_ Bond → \$ \_\_\_\_\_ Lease Start Date → \_\_/\_\_/\_\_

## APPLICANT

Ms  Miss  Mrs  Mr Full name → \_\_\_\_\_

Current Address → \_\_\_\_\_

Phone No. → \_\_\_\_\_ Mobile No. → \_\_\_\_\_ Work Phone No. → \_\_\_\_\_

Email → \_\_\_\_\_

Date of Birth → \_\_/\_\_/\_\_ Drivers Lic/Passport → \_\_\_\_\_ Number of Adults to Occupy → \_\_\_\_\_

Number of Children & Ages → \_\_\_\_\_ Do You Smoke?  Yes  No If Yes,  Inside or  Outside

## 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](http://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 and affirm that the information provided in this application is true and correct.

Signed → ..... Date → \_\_/\_\_/\_\_

**PLEASE COMPLETE REVERSE SIDE →**

## EMPLOYMENT

Occupation / Student / Centrelink Benefit → \_\_\_\_\_

Employer → \_\_\_\_\_ Length of Employment → \_\_\_\_\_

Nett Wage / Benefit P/W → \$ \_\_\_\_\_  Full Time  Part Time  Casual \_\_\_\_\_

Contact Person/Position → \_\_\_\_\_ Contact No → \_\_\_\_\_

Are you or have you ever been bankrupt? → \_\_\_\_\_

## LIVING HISTORY

Living Address → \_\_\_\_\_

Rent  Own Property Rent P/W → \$ \_\_\_\_\_

Agent/Owner (if applicable) → \_\_\_\_\_ Contact Number → \_\_\_\_\_

Reason For Leaving → \_\_\_\_\_ Period Occupied → \_\_\_\_\_

Bond Refunded  Yes  No → If No, Why? → \_\_\_\_\_

Previous Address → \_\_\_\_\_ Rent P/W → \$ \_\_\_\_\_

Agent /Owner → \_\_\_\_\_ Contact Number → \_\_\_\_\_

Reason For Leaving → \_\_\_\_\_ Period Occupied → \_\_\_\_\_

Bond Refunded  Yes  No → If No, Why? → \_\_\_\_\_

## PETS

Is a pet to be kept at the property?  Yes  No If Yes →  Dog  Cat  Bird  Other \_\_\_\_\_

Breed → \_\_\_\_\_ Age → \_\_\_\_\_  Inside or  outside pet How many → \_\_\_\_\_

**NEXT OF KIN** (not living with you) → \_\_\_\_\_

Address → \_\_\_\_\_

Contact Number → \_\_\_\_\_ Relationship → \_\_\_\_\_

**REFERENCES** (not family): Employer / Accountant etc.

1| Name → \_\_\_\_\_ Contact Number → \_\_\_\_\_

Property Address → \_\_\_\_\_

Reference Type (eg Landlord etc.) → \_\_\_\_\_

2| Name → \_\_\_\_\_ Contact Number → \_\_\_\_\_

Property Address → \_\_\_\_\_

Reference Type (eg Landlord etc.) → \_\_\_\_\_

→ PLEASE ATTACH ANY OTHER RELEVANT INFORMATION  
THAT MAY AFFECT THIS APPLICATION