

Date:

\*Date you viewed property:

**Property Details:**

Property Address:

Lease commencement Date:  Weekly rent: \$  Lease term:

**Applicant1 - Personal details:**

Full Name:  First and Last Name

Mobile number:  Email:

Date of Birth:  Identification / ID number:

**Current Tenancy Details:**

Current Address:

Length at current address:  Why are you leaving?

Name of Agent or Landlord:

Phone:  Email:

Weekly rent paid: \$  Was the bond paid in full? **Yes / No - If not Why?**

**Previous Tenancy Details:**

Previous Address:

Length at previous address:  Why are you leaving?

Name of Agent or Landlord:

Phone:  Email:

Weekly rent paid: \$  Was the bond paid in full? **Yes / No - If not Why?**

**Employment:**

Employer's Name:  Occupation:

Employer's address:  Contact name and number:

Length of Employment:  Net Monthly Income: \$

Please provide previous employment details if less than 3 years at current employer or if SELF EMPLOYED.

Residential Tenancy Application

**Emergency Contact: Please provide a contact in case of an emergency**

Full Name:  Relationship to you:

Mobile number:  Email:  @

Address:

**References: Please provide two personal references not related to you**

Full Name:  Relationship to you:

Mobile number:  Email:  @

Full Name:  Relationship to you:

Mobile number:  Email:  @

**Car Registration and Identification:**

Car Make:  Model:  Registration number:

Drivers Licence Number:  State:  Expiry:

Passport Number:  Country:  Expiry:

Other Identification:

**Pets: If so, provide details: Type, Breed, Age, Size, Gender**

Please note that incomplete applications will not be processed.

For your application to be processed, please ensure that all fields are completed and you are required to provide copies of the following documents:

1. Photo Identification: Current Drivers licence, Current Australian/Overseas Passport, Medicare.
2. Rental Ledger - Showing a history of all rental payments.
3. Statement/Invoice with your current address: Bank account, rates notice, Utility Bill
4. Evidence of income - 3 x payslips, If self-employed, a letter from your accountant or tax return.

Each applicant who wishes to reside at the premises, must submit a complete application form in full.

Office Use Only	
Date received: / /20	Holding deposit paid:
Complete application: Yes / No	Second week rent paid:
All identification provided: Yes / no	Bond Paid:
Reference checks complete: / /20	Lease Agreement paid
Application outcome: Approved / Declined	Lease signing date:

**Terms and Conditions and Declaration:**

Name	Of	Address
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authority to The Collective Property Sydney Pty Ltd authority to request a copy of my rental ledger in support of my rental tenancy application.

I give The Collective Property Sydney permission to contact my employer and property manager to confirm the information supplied in this application and I authorise my employer and current real-estate agency to supply such information.

I authorise The Collective Property Sydney Pty Ltd and its employees to use and/or disclose my personal information for the following primary purposes:

- \* To undertake reference checks with referees, my employer, former employers, my current and former landlords and / or their agents
- \* To enable owners of the premises to make a decision on my application.
- \* To prepare the lease / tenancy documents.
- \* To enable tradespeople / maintenance personnel to contact me, if required.
- \* To lodge, transfer or claim against my bond held with the Rental Bond Board, as applicable

The agent collects and uses personal information provided by you as the Applicant/s to assess your application for residential tenancy and provide services required by you or on your behalf during the tenancy.

You as the Applicant/s agree the Agent may subject to the Privacy Act 1988 (CTH), (where applicable), collect, use, and disclose personal information to:

- \* The Owner of the Premises to which this Application for Tenancy applies; and/or
- \* (subject to the provisions of Division 2 of the Residential Tenancies Act 2010) tenancy databases for the purposes of property assessing the risk in providing you with the lease; and/or
- \* Tradespeople and similar contractors engaged by the Owner/Agent to facilitate the carrying out of works with respect to the Premises; and/or
- \* Nominated Referees to confirm information provided by you; and/or
- \* The Owner's insurance companies; authorized real estate personnel; courts and tribunals and other third parties as may be required by the Agent relating to the administration of the Premises and use of the Agent's services; and/or
- \* TICA Default Tenancy Control Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application.

Without provision of certain information, the Agent may not be able to act effectively or at all on the Owner's behalf as a result of which your application may not contain sufficient information to be acceptable by the Owner.

The Applicant/s have the right to access such personal information and may require correction or amendment of any inaccurate, incomplete, out of date or irrelevant information.

**Signed:**

**Date:**