

TENANCY APPLICATION

PROPERTY: _____

Applicant's Details

Name in Full		Other Name you have been known by		
Date of Birth		Place of Birth		
Drivers Licence No.	Exp	State:	Passport No	Exp
{H	{M	{W		
Email				

Australian Citizen

Yes No: Refer to copies of Passport and Visa attached Visa Expiry Date

Emergency Contact Details of Closest Relatives who will not be Residing with You

1. Name		2. Name	
Address		Address	
Relationship	{H	Relationship	{H
{W	{M	{W	{M

Tenancy Details

Current Address:

Rent per week	\$	Period of occupancy	Years	Months
Agent/Landlord		Ph:	Email:	
Reason for vacating				

Previous Address

Address				
Rent per week	\$	Period of occupancy	Years	Months
Reason for leaving				
Agent/Landlord		Ph:	Email:	

Employment

Current Employer

Your Position				
<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Casual	<input type="checkbox"/> Contract	
Length of Employment	Years	Months	Pay Cycle	Week / fortnight / month
Payroll / Manager's Name		Ph:	Email:	

If Self Employed

Company Name		Trading As		
Period self-employed	Years	Months	ABN	Nature of Business
Accountant Details		Ph:	Email:	

Income – specify \$\$ NETT per annum and provide verification (Employed / Self Employed)

• Employment	\$
• Other: Centrelink / Pensions etc	\$
• Savings (copy of bank statement required)	\$
TOTAL	\$

Vehicles to be kept at Property

Registration No	Model	Owned / Hire Purchase

Other

Occupancy Details of Persons to Reside at Property other than Applicant, including Dependents and other Applicants

Name	Date of Birth	Relationship	Name	Date of Birth	Relationship
1.			3.		
2.			4.		

PETS No Yes - Please complete the below details

TYPE OF PET/S	TYPE OF PET/S
BREED	BREED
INSIDE OR OUTSIDE	INSIDE OR OUTSIDE
DESEXED Yes / No	DESEXED Yes / No
AGE	AGE
COUNCIL REG #	COUNCIL REG #

Personal Referees (DO NOT USE FAMILY AND/OR FRIENDS)

Name	Occupation	Business Hours Contact
1.		{M {W
2.		{M {W
3.		{M {W

Please supply 'copies' only of the required identification. **NO** copies are returned to applicants.

DOCUMENTS TO BE PROVIDED WITH THE TENANCY APPLICATION**Section A – Identification (Mandatory)**

Drivers Licence Proof of age Passport (if NO Australian Drivers licence is held)

Section B – Income (Provide a copy of each document which is relevant)

Payslips x 2 Centrelink Statement (if applicable) Tax Return/Accountant Letter (self-employed)

IMPORTANT INFORMATION & QUESTION

The property available for rent is in most cases still occupied and the vacate process is yet to be conducted. With this in mind, we request the following details:

1. What is your current Tenancy situation;
 Current Tenancy Lease Expiry Date _____ Periodic Lease

2. What notice period is required to be given to your current agent/landlord?
 None Two Weeks
 One Week Other _____

3. Have you given notice to your current agent/landlord?
 No Yes Vacate Date: _____

4. What is the preferred Tenancy Term?
 Six Months Twelve Months

4. What is the preferred Tenancy commence date? _____

5. Will you be applying for a Bond Loan?
 Yes No

6. Are you currently applying for other rental properties?
 Yes No

7. If you have a pet, are you willing to accept a property should your pet NOT be approved?
 Yes No N/A

8. If the application is unsuccessful, can you please detail your property criteria i.e.
 Unit – 2 Bedroom
 House – 3 to 4 Bedroom
 Area _____

9. Do you own a property?
 Yes No

10. Would you love to purchase your own home or an investment property?
 Yes No

11. Would you like a no obligation finance health check to assist in the planning of purchasing your own home/investment property in the future?
 Yes No

Declarations – Applicant to Complete and Provide Details as Required

I understand that if I, the Applicant, is advised this Application is approved, a deposit of 2 weeks rent is payable into the nominated bank account within 24 hours from approval.

I understand the first weeks rent is NOT refundable if I decide not to continue with the approved tenancy.

I understand that the full bond must be paid at minimum, 24 hours prior to lease commencement. Bond is equivalent to 4 weeks rent.

PRIVACY DISCLOSURE STATEMENT AND COLLECTION NOTICE

The personal information provided within this application, will be used to assess your Application for Tenancy. We will collect information about you from your previous Lessors or Letting Agents, your Employer and Referees. We will also check if details of Tenancy defaults by you are held on a Tenancy Database. Your consent for us to collect the information is set out below in the Privacy Consent section.

If the Application is successful, personal information collected along with information collected during the course of your Tenancy, may be disclosed for the purpose for which it was 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 also 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 you by contacting our office. Information can be amended if it is inaccurate, incomplete or out of date. If your Application is unsuccessful and 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 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 **Harvesting Rentals Pty Ltd**. I authorise **Harvesting Rentals Pty Ltd** 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 **Harvesting Rentals** subscribes. I can refer to their Privacy Disclosure Statements via: www.tica.com.au

I authorise **Harvesting Rentals Pty Ltd** to refer my name and contact details to an arranger or service provider including tradespeople (to attend to work required at this Property), salespeople (primary and secondary Agents), valuers, the Lessor, other Agents, database operators, other Property Managers, Body Corporate, Insurance companies, Financial services, and On The Move (free utility transfer provider), if required in the future, and to Authorities as required by law.

NAME	SIGNATURE	DATE
NAME	SIGNATURE	DATE

PLEASE ONLY SUBMIT COMPLETED APPLICATIONS.

Any incomplete applications received will not be processed by our office.