

APPLICATION FOR RESIDENTIAL TENANCY

***Each person over the age of 18 years must complete an application form and provide photo ID (Driver's Licence, 18+ card, student ID or passport), current payslips, rental receipt payments, bank statement or Centrelink statement and minimum of 2 personal references (not family, friends or partners)**

FULL NAME OF APPLICANT:	
PROPERTY ADDRESS APPLIED FOR:	
WILL DEPENDENTS RESIDE AT THE PROPERTY? IF 'YES' PLEASE LIST THEIR NAME & AGES:-	YES/NO DO YOU HAVE PETS? IF 'YES' PLEASE LIST HOW MANY & BREED:- YES/NO
DATE OF BIRTH:	MARITAL STATUS:
DRIVER'S LICENCE NO:	MOBILE PHONE NUMBER:
HOME PHONE NUMBER:	WORK PHONE NUMBER:
EMAIL ADDRESS:	
CURRENT ADDRESS:	RENTING/OWNER/OTHER:
CURRENT AGENT/LANDLORD:	PHONE NO:
PERIOD OF TIME AT PREMISES:	RENT PAID PER WEEK: \$
PREVIOUS ADDRESS:	RENTING/OWNER/OTHER:
PREVIOUS AGENT/LANDLORD:	PHONE NO:
PERIOD OF TIME AT PREMISES:	RENT PAID PER WEEK: \$
HAVE YOU EVER BEEN EVICTED BY AN AGENT/LANDLORD?	YES/NO
DO YOU HAVE ANY OUTSTANDING DEBT TO ANOTHER AGENT/LANDLORD?	YES/NO
IS THERE ANY REASON KNOWN TO YOU THAT WOULD AFFECT YOU PAYING RENT?	YES/NO
WAS YOUR RENTAL BOND AT YOUR LAST ADDRESS REFUNDED IN FULL?	YES/NO
IF 'NO' PLEASE ADVISE WHAT DEDUCTIONS WERE TAKEN FROM YOUR RENTAL BOND AND WHY?	

EMPLOYMENT DETAILS***You must provide proof of income (current payslips, bank statement or Centrelink statement)****EMPLOYERS BUSINESS ADDRESS:****EMPLOYERS PHONE NUMBER:****LENGTH OF EMPLOYMENT:****NETT WEEKLY INCOME: \$****IF EMPLOYED LESS THAN 6 MONTHS PLEASE PROVIDE PREVIOUS EMPLOYMENT HISTORY:****IF SELF EMPLOYED PLEASE PROVIDE COMPANY/BUSINESS NAME:****TYPE OF BUSINESS:****ABN:****YOUR NETT WEEKLY INCOME: \$****IF UNEMPLOYED PLEASE PROVIDE TYPE OF CENTRELINK PAYMENT:-****NETT FORTNIGHTLY INCOME: \$****REFERENCES****(ie. current/previous landlord or employer with business hours contact number. Please do not list friends, relatives or partners)****NAME:****RELATIONSHIP:****PHONE NO:****NAME:****RELATIONSHIP:****PHONE NO:****NAME:****RELATIONSHIP:****PHONE NO:****NAME:****RELATIONSHIP:****PHONE NO:****DETAILS OF NEXT OF KIN
(person not living with you)****NAME:****RELATIONSHIP:****PHONE NO:****CHECKLIST*****Please make sure you have provided the following so we can process your application****PROOF OF INCOME****PHOTO ID****MEDICARE CARD****RENTAL RECEIPTS****MINIMUM OF 2 PERSONAL REFERENCES****DECLARATION/AUTHORITY**

I, the said applicant, do solemnly declare that I am over 18 years of age and the information contained in this application is true and correct and that all information was given of my own free will. I fully consent to Outback Real Estate photocopying and retaining copies of my photo ID, proof of income, rental receipts, medicare card/credit card, references and any other documents/information that may be required to process my application and to Outback Real Estate contacting and/or conducting any enquiries in regard to the information and references I have supplied in this application. I confirm that I have fully read and understood the contents of this application and have the competence and capacity to enter into this agreement.

APPLICANT'S SIGNATURE:**DATE:**

I further confirm/authorise the following:-

- 1. I authorise the letting agent to attend to all details regarding the lodgement of the said rental bond with the appropriate authority**
- 2. I have been informed, understand and agree that the agent will carry out an inspection on the property on a 3 monthly basis and I further warrant that I will co-operate fully to allow this inspection to be carried out on a 3 monthly basis.**
- 3. 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 Residential Tenancy Application submitted by me. I consent to the agent carrying out any enquiries necessary to process my application for tenancy**
- 4. I have been informed, understand and agree should there be a requirement to commence proceeding for the recovery of rent, repairs and/or damage to the aforesaid property during the term or at the expiration of the tenancy agreement, all cost associated with these proceeding shall be able to be recovered from me.**
- 5. 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.**
- 6. I have been informed, understand and consent of 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.**
- 7. I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base/s they use and the agent will supply these contact should I request the contact details.**
- 8. I have been informed, and understand and agree that 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 unless the application is declined as a result of my name being listed with a tenancy database.**
- 9. I have been informed, understand and agree that the rental price for the property is within my means of support which will be paid by the due date at all times.**
- 10. I understand the availability of telephone lines, internet services, analogue, digital or cable television (and the adequacy of such services) are the sole responsibility of the tenant(s) and the tenant(s) should make their own enquiries as to availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable or will otherwise meet the requirements of the tenant and tenants must rely upon their own enquiries.**

PRIVACY POLICY

The *Privacy Act 1988* (Cth) (the Act) allows certain information about the Applicant referred to in this Application to be collected, used and disclosed for the purpose for which it was collected, and otherwise in accordance with the Act. This Privacy Policy only applies to the extent the Agent collects, uses and discloses personal information.

The Agent may amend, or amend and restate, this Privacy Policy from time to time and may subsequently notify the Applicant of any changes to this Privacy Policy by updating it on the Agent's website or by other written notification to the Applicant. Any changes to this Privacy Policy take effect upon the earlier of the update to the website or other notification to the Applicant. This Application requires the collection of certain information including personal information about the Applicant. Personal information may be collected during each of the application, assessment and processing stage. The personal information the Applicant provides in this Application or collected from other sources is necessary for the Agent to: (a) identify and verify the Applicant's identity; (b) process and assess the Application; (c) assess the Applicant's ability to meet their financial and other obligations under the Residential Tenancy Agreement; (d) make recommendations to the Landlord; (e) manage the tenancy for the Landlord; (f) process any payment (including without limit the exchange of personal information with the relevant payment provider, where necessary); (g) liaise and exchange information with the Applicant, and the Agent's or Applicant's legal and other advisors in relation to or in connection with the Residential Tenancy Agreement; (h) comply with any applicable law; and (i) comply with any dispute resolution process.

If the personal information is not provided by the Applicant, the Agent may not be able to carry out the steps described above and may therefore not be able to process the Application.

Personal information collected about the Applicant in connection with this Application and, if successful, the tenancy may be disclosed by the Agent for the purpose for which it was collected to other parties including to the Landlord, the Landlord's mortgagee or head-lessor (in either case, if any), referees, other agents, Courts, tribunals responsible for residential tenancy matters, third party operators of tenancy databases, other third parties instructed by the Applicant and any prospective or actual purchaser of the Premises including to their prospective or actual mortgagee (if any), or as required by any applicable law. Information held by tenancy databases may also be requested by and disclosed to the Agent and/or the Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant (as tenant) fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant (as Applicant or as tenant) may also be disclosed to the Landlord, third party operators of tenancy databases, other agents, Courts and tribunals responsible for residential tenancy matters.

The Agent may also use the Applicant's information including personal information for marketing and research purposes to inform the Applicant of products and services provided by the Agent, which the Agent considers may be of value or interest to the Applicant, unless the Applicant tells the Agent (see opt out option below) or has previously told the Agent not to. If the Applicant does not wish to receive any information about such products and services then please tick this box: or otherwise notify the Agent using the Agent's contact details set out earlier in this Application. The Applicant has the right to request access to any personal information held by the Agent which relates to them, unless the Agent is permitted by law (including the Act) to withhold that information. Any requests for access to the Applicant's personal information should be made in writing to the Agent at the contact details included in this Application. The Agent may charge a reasonable fee where access to personal information is provided (no fee may be charged for making an application to access personal information). The Applicant has the right to request the correction of any personal information which relates to the Applicant that is inaccurate, incomplete or out-of-date.