

Application for Tenancy

(to be completed by all adult Applicants and unaccompanied minors)

Item

Item Schedule

1. TENANCY DETAILS

Address:

Lease commencement date: / / Lease term: **0** **weeks / fortnights / months / years**

Rent: **\$0.00** per **week / fortnight / month** Bond: **\$0.00**

Holding deposit (if applicable): **\$0.00** Holding Deposit Option Period*:

Total amount payable on signing of tenancy agreement: \$0.00

***Acceptance Period:** The Applicant must notify the Agent of its decision to exercise the option within **2** business days of the Agent notifying the Applicant/s of their Application being accepted by the Landlord.

Holding Deposit Refund (See Clause 3.3)

If your Application is unsuccessful the Holding Deposit shall be refunded to you in the following manner:

Cheque payable to:

Bank Transfer in your nominated bank account

Account Name:

Bank: BSB: Account No.:

2. APPLICANT'S DETAILS

Name:

Phone (H): Phone (W): Mobile: Date of Birth: / /

Email: Vehicle Rego No.:

3. APPLICANT'S HISTORY

3.1 Current Address:

Period of Occupancy: Situation: **Renting / Owned / Other** Other Situation:

Landlord/Agent Details (if applicable) Name: Phone:

Rent: **\$0.00** Payment Period: **Weekly / Fortnightly / Monthly** Reason for leaving:

3.2 Previous Address (if applicable):

Period of Occupancy: Situation: **Renting / Owned / Other** Other Situation:

Landlord/Agent Details (if applicable) Name: Phone:

Rent: **\$0.00** Payment Period: **Weekly / Fortnightly / Monthly** Reason for leaving:

3.3 Have you ever been evicted from a premises? Yes No Are you currently in debt to any Landlord/Agent? Yes No

4. APPLICANT'S EMPLOYMENT

(NOTE: If either occupation is self employment please provide a statement of income from your accountant or tax returns)

4.1 Current Occupation:

Employment Type: Duration: Weekly Income: **\$0.00**

Employer/Business Name & ACN/Centrelink Details:

Address: Contact: Phone:

4.2 Previous Occupation:

Employment Type: Duration: Weekly Income: **\$0.00**

Employer/Business Name & ACN/Centrelink Details:

Address: Contact: Phone:

4.3 Student at:

Course name: Duration:

5. LANDLORD / AGENT

Name: **Farr Partners Pty Ltd T/As Platinum Properties Real Estate** ABN: **92132851060**

Address: **8 Bayview Street** Phone: **(07) 5500 7000**

Runaway Bay QLD 4216 Fax: **(07) 5500 6881**

Email: **joanefarr@platinumre.com.au** Mobile: **0413 949 455**

6. OCCUPANTS

Number of Adults: 0 Number of Dependants: 0 Number of Smokers: 0

Full name/s of adult/s and unaccompanied minor/s to reside on the Premises:

- 1. 3.
- 2. 4.

7. REFEREES (All Referees should not be related to you)

Business Referee: Phone: Relationship:

Personal Referee: Phone: Relationship:

8. EMERGENCY CONTACT

Note: This information is required in case we need to contact you as a matter of urgency arising from your tenancy and your normal contact details are not responding.

Next of Kin: Phone:

Address: Mobile:

Other: Phone:

Address: Mobile:

9. PETS

Type/Breed: Number: 0

10. USE OF PREMISES

Will the Premises be used for business purposes: Yes No

11. RENT PAYMENT METHODS & ASSOCIATED COSTS

The Tenant must pay the rent in the approved way/s as indicated below:

- (a) Cash Credit Card Deposit to a financial institution account nominated by the Lessor
- Cheque EFTPOS Deduction from pay, pension or other benefit payable to the tenant

(b) Another agreed way*:
(Note: Where 'Another agreed way' is ticked the Tenant/s must be given a choice of at least 2 other approved ways for the payment of rent selected from the above)

*Additional Costs associated with the other approved way of rent payment in 12(b):

.....

12. ADDITIONAL CONDITIONS

Refer to Addendum Item F1

13. SIGNATURES

WARNING: PRIOR TO signing this Application AND paying monies to the Agent in relation to the tenancy the Applicant, by signing, acknowledges having been given a Form 18a General Tenancy Agreement (including the Standard Terms and any Special Terms & Conditions of the Agreement)

Applicant's Signature: **Agent's Signature:**

Date: / / **Date:** / /

Terms of Application

1. Declaration

The Applicant declares:

- (1) that all the above details are true and correct,
- (2) not to be bankrupt or insolvent.

2. Applicant Agrees

The Applicant agrees that:

- (1) they have inspected the Premises in Item (1) and accept its condition.
- (2) the Applicant will sign the Tenancy Agreement forthwith upon being notified of acceptance of this Application by the Agent.
- (3) this Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties.
- (4) they understand that the Agent/Landlord is not required to give an explanation to the Applicant for any application not approved.
- (5) on acceptance of this Application by the Landlord being notified to the Applicant, verbally or in writing, the Applicant will rent the Premises from the Landlord under a Tenancy Agreement drawn up by the Agent and, upon the signing of the Tenancy Agreement, pay the Bond and Rent amounts in Item (1) in an approved way as more particularly set out in the Tenancy Agreement. Such payments to be cleared funds prior to occupancy.

3. Holding Deposit

- 3.1 If the Applicant has paid to the Agent a Holding Deposit on the signing of this Application for Tenancy, such fee, if the Application is successful and a Tenancy Agreement is entered into, will be applied in full or part payment of the Rental Bond and any remainder applied towards the Rent for the Tenancy Agreement.
- 3.2 Should the Application for Tenancy be successful and the Applicant fails to, within the Option Period:
 - (a) accept the offer of tenancy; or
 - (b) otherwise notify the Landlord/Agent of their intentions not to exercise the option; or
 - (c) having exercised the option, take all necessary and reasonable steps to enter into a Tenancy Agreement.then any Holding Deposit paid by the Applicant will be forfeited to the Landlord.

- 3.3 Should the Application for Tenancy not be accepted, the Holding Deposit will be refunded in full to the Applicant.
- 3.4 The Applicant acknowledges the Landlord/Agent will not accept a Holding Deposit from another prospective tenant until the expiration of the Option Period (Item 1) which unless otherwise specified shall be 48 hours from the giving of a receipt.

4. Privacy Statement

- 4.1 The Agent collects and uses personal information provided by you as the Applicant to assess your application for a residential tenancy and provide services required by you or on your behalf during the tenancy.
- 4.2 You as the Applicant agree the Agent may subject to the *Privacy Act 1988 (CTH)* (where applicable), collect, use and disclose personal information to:
 - (1) the Owner of the Premises to which this Application for Tenancy applies; &/or
 - (2) residential tenancy databases for the purpose of confirming details in your application and properly assessing the risk in providing you with the lease; &/or
 - (3) tradespeople and similar contractors engaged by the Owner/Agent in order to facilitate the carrying out of works with respect to the Premises; &/or
 - (4) nominated Referees to confirm information provided by you; &/or
 - (5) the Owner's insurance companies; authorised 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; &/or
 - (6) Body Corporates

- 4.3 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 be acceptable to the Owner.
- 4.4 The Applicant has the right to access such personal information and may require correction or amendment of any inaccurate, incomplete, out of date or irrelevant information.

Applicant's Personal Information Consent

I , the Applicant, give my consent for to make enquiries to verify the information I have provided to the Agent in this Tenancy Application (in accordance with the *Privacy Act 1988 (CTH)*) with relevant tenancy databases including databases of my previous Letting Agents.

Applicant's Signature: Date: / /

100 POINTS OF IDENTIFICATION CHECKLIST

Prior to any Tenancy Application being considered each applicant must produce 100 points of identification.

Items marked with an asterisks(*) must be provided

..... Last 4 Rent Receipts	20 POINTS	<input type="checkbox"/> Phone, Electricity, Gas or Rates Bills	15 POINTS (each)	<input type="checkbox"/>
..... Drivers License	30 POINTS	<input type="checkbox"/> Pay Slips	15 POINTS	<input type="checkbox"/>
..... Photo ID	30 POINTS	<input type="checkbox"/> Tenancy History Ledger	20 POINTS	<input type="checkbox"/>
..... Passport	30 POINTS	<input type="checkbox"/> Current Vehicle Registration Documents	15 POINTS	<input type="checkbox"/>
..... Birth Certificate	10 POINTS	<input type="checkbox"/> Bank/Cr Card Statements	15 POINTS (each)	<input type="checkbox"/>
..... Pension or Health Care Card	15 POINTS	<input type="checkbox"/>			

TOTAL POINTS:

PRIVACY ACT ACKNOWLEDGEMENT FORM FOR TENANT APPLICANTS & APPROVED OCCUPANTS

This form provides information about how we the below named Agent handle your personal information, as required by the National Privacy Principles in the *Privacy Act 1988*, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we can not process your application.

Member Name: **Farr Partners Pty Ltd T/As Platinum Properties Real Estate**

Address: **8 Bayview Street, Runaway Bay QLD 4216**

Phone: **(07) 5500 7000**

Fax: **(07) 5500 6881**

Email: **joannefarr@platinumre.com.au**

As a professional asset manager we collect personal information about you. The information we collect can be accessed by you contacting our office on the above number or addresses.

Primary Purpose

Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property.

In order to assess your application we disclose your personal information to:

The Lessor / Owners for approval or rejection of your application

TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application

Referees to validate information supplied in your application

Other Real Estate Agents to assess the risk to our clients

Secondary Purpose

During and after the tenancy we may disclose your personal information to:

Trades people to contact you for repairs and maintenance of the property

Tribunals or Courts having jurisdiction seeking orders or remedies

Debt Collection Agencies and affiliated industries

TICA Default Tenancy Control Pty Ltd to record details of your tenancy history

Lessors / Owners insurer in the event of an insurance claim

Future rental references to other asset managers / owners

If you fail to provide your personal information and do not consent to the uses set out above we cannot properly assess the risk to our client or carry out duties as an asset manager. Consequently we cannot provide you with the property you requested to rent.

TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the National Privacy Principles in the *Privacy Act 1988*.

TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquiries and tenancy history. TICA Assist Pty Ltd (ABN 28137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the National Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by any of the following ways.

Phone: 190 222 0346 calls are charged at \$5.45 per minute including GST (higher from mobile or pay phone)

Mail: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$14.30.

Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organization other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group.

The personal information that the TICA Group may hold is as follows

Name, date of birth, drivers license number, proof of age card number and or passport number (except Australian) and address at time of making tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

Further Information About TICA

Full details about TICA can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting The TICA Group on our helpline 190 222 0346 calls charged at \$5.45 per minute including GST (higher from mobile and pay phones)

If your personal information is not provided to The TICA Group the member may not proceed with assessing your application and you may not be provided with the rental property.

Signed By the Applicant

.....
Signature

.....
Print Name

.....
Signature

.....
Print Name

.....
/ /
Date

.....
Witness

Addendum

F1. Additional Conditions

APPLICATIONS

In most instances we are able to process your application within 48 hours and advise you by telephone. If we are unable to contact all of your referees, this process may take longer. If your application is approved, we will require you to return to our office prior to moving into the property to collect a copy of your Tenancy, Agreement, Body Corporate By-Laws (if applicable) and Information Statement "Renting in Queensland - 17A". It is important you carefully read these documents prior to taking up tenancy. Prior to signing this application form, please be aware that the tenancy agreement and special conditions can be made available to you, for your perusal. It is important that you read and understand this information.

SIGNING TENANCY AGREEMENT

All occupants must be present to sign the Tenancy Agreement, prior to collecting the keys. The keys will not be released unless all occupants have signed the agreement, shown photo identification and paid all monies in cleared funds and in full. This also applies to the signing of Bond Lodgement forms.






Prior to taking possession of the property, we require 2 weeks rent and 4 weeks bond. This office does not accept full bond transfers and does not transfer Department of Housing Bonds. If you are relying on a bond transfer, please discuss this with our Office Manager prior to application. All monies must be paid in cleared funds and in cash, prior to collecting the keys.

Utility connections - A FREE of charge service to help connect you

www.realestate.com.au/connect

Step 1

Choose service

-  **Electricity**
-  **Gas**
-  **Phone**
-  **Internet**
-  **Pay TV**

Step 2

Choose provider

- Origin** **AGL**
- Telstra**
- Telstra**
- Foxtel**

Step 3

Requested connection date

NO FIXED TERMS
on electricity & gas plans
so you are not locked in.*

** Note, you may be charged fees such as a disconnection fee when exiting your contract. You may also be charged fees by your current energy provider when exiting your existing plan.*

How Connection services from realestate.com.au works

1. Select the utilities and enter requested connection dates
2. Sign your consent on the next page
3. Your Agent will submit your request to us
4. We will lodge your connection requests with the utility companies
5. For phone and internet requests, we will call you to walk through the options
6. We will send confirmation to you and your Agent

Terms and conditions

This is an OPTIONAL connection service to assist you to obtain energy and/or telecommunications services for your new residence. One of realestate.com.au's service providers Fast Connect Pty Ltd (telephone: 1300 661 464) (the "Service Provider") is the marketer of energy and telecommunications services provided by various retailers, and will assist realestate.com.au to provide this connection service to you.

If you have ticked one of the boxes above, you consent to realestate.com.au and its Service Provider using your personal information provided by you in this form in accordance with the Privacy Collection Statement below including using those details to contact you by phone, SMS and email in relation to the selected product(s). You acknowledge that realestate.com.au and its Service Provider may receive commissions or fees from your selected retailer(s), that commissions or fees may be paid between realestate.com.au and its Service Provider, and that your real estate agent may receive commissions or fees from realestate.com.au or its Service Provider, in each case for arranging provision of the requested services.

You may prefer to obtain services under different terms and conditions, or from different retailers, to those set out above. However, the above products are the only ones that are available as part of this connection service. You acknowledge that if you select one of the services above and the relevant retailer agrees to provide that service to you, then you will enter into a contract with that retailer for the provision of that service. Retailers retain discretion in relation to accepting your request for products or services - acceptance may be affected by factors such as a retailer's credit criteria or ability to supply to your selected address. While our connection service can help you get connected or disconnected by your requested dates, we cannot guarantee connection, disconnection or that either will be by your requested date. You agree that, to the maximum extent permitted by law, realestate.com.au and its Service Provider will have no liability to you for the provision of the service.

Energy (Electricity and Gas)

If you have selected an energy product above, you are entitled to be provided with certain information before you enter into a contract for the provision of that electricity or gas. That information is set out in, or accompanies, this form. A summary of some key useful information concerning these contracts is set out below:

Retailer contact details

Origin Energy Ltd.

Level 7, 321 Exhibition St Melbourne VIC 3000
Ph: 132 463 Fax: 1800 132 463
Email: enquiry@originenergy.com.au
This market retail contract is: **Origin Supply**
Electricity and/or Dual Fuel Plan.

If Origin is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with Origin instead of a market retail contract.

AGL Energy Limited

L22, 120 Spencer Street Melbourne VIC 3000
Phone: 131 245 Fax: (03) 8633 6002
Email: enquiries@agl.com.au
This market retail contract is: **AGL Freedom**
Electricity and/or Dual Fuel Plan.

If AGL is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with AGL instead of a market retail contract.

Tariffs and charges	We will email you a link with the prices and charges for your selected product upon receipt of your request for that product and also provide you with an opportunity to opt-out at this time.
Contract term	The contract commences when you satisfy any pre-conditions that may be specified in it. The contract may be terminated by you giving notice of termination or by agreement between you and the retailer. The contract will also end if energy is bought for the premises under a different contract or, in some cases, if the premises are disconnected. In addition, the retailer might be entitled to terminate the contract where you are in breach of it or if you vacate the relevant premises.
Billing and payment arrangements	Bills will be issued at least once every 3 months. You may generally pay your bills in person, by telephone, by mail, by direct debit or by electronic funds transfer. In certain circumstances, you may also be able to pay your bills by using Centrepay.
Concessions or rebates	If you hold a current government concession card you may be entitled to receive a rebate on your bill. Further information about the concessions and rebates that may be available to you can be obtained from the retailer.
Service levels	The service will comply with all laws and regulatory requirements applicable in the state or territory in which the supply address is located.
Cooling off period	If a cooling off period applies to your contract (which will typically be the case only where it is a market retail contract), then you may cancel the contract within 10 business days of receiving the retailer's welcome pack by informing the retailer by telephone or in writing of your intention to cancel the contract.
Electronic transactions	If any requirement in connection with the service is to be met electronically, it will be met in accordance with the contract. You will be recognised as having received the information and be bound by the transaction in accordance with applicable laws, regulatory requirements and the contract.
Complaints	You may complain to the retailer about the Service Provider. Contact the retailer if you wish to do this. If your complaint is not satisfactorily resolved by the retailer, then you may complain to the energy ombudsman.

eBilling and Welcome Pack

Unless you request otherwise, your electricity and/or gas bills will be sent to the email address provided by you in this form.

No, please post these items to me in hard copy to my new address
(please tick)

Explicit Informed Consent

By signing below, I/we understand and agree:

- that I/we have read and accept the prices and charges applicable to the selected energy product;
- that, subject to the terms of the selected contract and any applicable legislation, the selected retailer may vary the energy rates which are used to calculate the applicable usage charges from time to time, and can vary the tariff structure, charges, billing frequency, and the terms of the contract at any time by writing to me/us;
- to become a customer of the selected retailer in accordance with the terms and conditions of the selected contract, including by transferring to that retailer, if the retailer agrees to provide me/us with my/our chosen product on those terms and conditions.

Tenant/Purchaser Signed	Co-Tenant/Co-Purchaser (if any) Signed	Date
X	X	DD/MM/YYYY

Please note, if you select ANY of the products displayed above, you must acknowledge your consent to the above information, our Privacy Collection Statement and you being contacted by our Service Provider in relation to the selected products, by providing your signature.

Privacy Collection Statement

realestate.com.au collects and uses the information in this form to provide the connection service and will disclose this information to its Service Provider and to your chosen energy and telecommunication retailer(s). realestate.com.au may also use the information to promote its other services, and services of trusted third parties. realestate.com.au's Privacy Policy at www.realestate.com.au/privacy further explains how realestate.com.au collects, uses and discloses personal information and how to access, correct or complain about the handling of personal information. You agree that the personal information you provide to us (or authorise to be provided to us) is your information, or information which you have been authorised to provide us. Where you are authorised to provide another individual's information to us, you must inform that individual that their personal information will be used and disclosed by us in accordance with our Privacy Policy www.realestate.com.au/privacy and these terms and conditions.