

Tenancy Application Form



This is a tenancy application form. It's purpose is to identify potential tenants. This form is not, nor does it form any part of, a tenancy agreement. Should your Application be successful, your rights and obligations and those of the property owner will be governed by the Residential Tenancy Act 1997.

If the information is not provided , the Agent may not be able to process the application.

(To be completed by all persons 18 years and over. Please write clearly or print).

In addition to completing this application form, ALL APPLICANTS will need to supply the following documentation:

- Photo Identification Passport, Drivers License or Student ID
And/Or Medicare Card, or Private Health Care Card

- Personal Information Report Local Personal Information Report from
Tasmanian Collection (29 Argyle Street, Hobart, 62135555)
Interstate report from Equifax: www.mycreditfile.com.au

- Proof of Income Payslips
 Bank Statement (if Self Employed)
 Centrelink Summary Statement

Current Rental Ledger

or

Mortgage Repayment History

****** A separate application form is required from ALL persons over the age of 18 wishing to reside in the property. ****** Applications will be processed as soon as possible (maybe longer if information requested has not been received). ****** If your application is successful you will be required to sign a Residential Tenancy Agreement within 48 hours of Approval.

Address of Property: _____

Preferred Commencement date: _____ Rent (pw) \$ _____

Preferred Period of Lease eg. (6 or 12 months): _____

MyBond Tenant ID (if known): _____

Will you be utilising Anglicare Bond Assistance (Please Circle): Yes No

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, body corporate, other agents, clients of the Agent both existing and potential, third party operators of tenancy reference database, government, collection agencies, relevant Courts and Tribunals, and statutory bodies and other third parties as required by law.

Information already held on the tenancy reference database 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

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.

Signed _____ Date _____

General

Full Name (Inc title) : _____

Date of Birth: _____

Phone (H): _____ (M): _____ (W): _____

Email: _____

Current rental address: _____

Current Property Owner/Agent: _____

Current Property Owner/Agent Phone: _____ Current rent paid (pw): \$ _____

Reason for leaving current address: _____

If you currently own your property

Address: _____

Reason for leaving: _____

If Selling- who with: _____

Was the property upon your inspection in a fair condition ? _____

How did you hear about the property? _____

Has your tenancy ever been terminated by a Landlord or Agent? _____

Are you in debt to another Landlord or Agent? _____

Have any deductions ever been made from your rental bond? If so, Please provide details _____

Is there any reason known to you that would effect your future rental payments? _____

Do you have any other applications pending on any other properties? _____

General Continued

Occupation: _____

Current Employer: _____

Employers Address: _____

Phone: _____ Length of Employment: _____

Weekly Net Income: \$ _____ Employment Type (Full Time eg): _____

Contact Person: _____ Email: _____

If Current employer is one year or less, previous employer:

Contact Person: _____ Phone: _____

Type of Centrelink payment/s: _____

Amount: \$ _____ Per Week/ Fortnight/ Month

Are any applicants smokers (Please circle): Yes No

Cars

Number of Cars to be kept at the property: _____

Car rego number/s: _____ Model/Type: _____

Pets

Please circle Yes No How Many: _____

What Type/Breed: _____

Are the pets registered with a local council? _____

Occupancies Details

Total number of Adults to occupy the premises: _____

Names & Ages: _____

Total number of Children to occupy the premises: _____

Names & Ages: _____

Notes: _____

Next of Kin **** (someone not residing with you)****

Name: _____

Phone (H): _____ (M): _____ (W): _____

Address: _____

Email: _____

Relationship to you: _____

By Signing Here I Acknowledge:

1. That I have read and understood the contents of the Privacy Collection Notice at the beginning of this form.
2. I, the Applicant do solemnly and sincerely declare that the above information is true, correct and that I have supplied the above information of our own free will.
3. I, the applicant do understand that as my application is paper based and not submitted online via Ignite or 2Apply, that I may not receive notifications and status updates relating to my application.
4. I, hereby authorise you, as the letting agent, to conduct any inquiries and searches so as to verify the above information.
5. Attached to this application is a current (no older than 90 days) Personal Information Report from Tasmanian Collection Services or Equifax and suitable photographic ID.
6. That I hereby authorise Raine & Horne Sorell to check and lodge my personal details into the National Tenancy Database.
7. If this application is unsuccessful I acknowledge that Raine & Horne Sorell will only hold this application for no more than three (3) months.
8. I understand I am responsible for my own contents insurance.
9. I acknowledge that Raine & Horne Sorell put all applications to the property owner who makes the decision as to successful applicants.
10. I acknowledge that the next of kin details are not a person on the application or lease agreement.
11. I will pay upon signing a Residential Tenancy Agreement all rent and bond monies due (Please note bond is equivalent to 4 weeks rent).
12. TAKE NOTE: unless otherwise advised/negotiated the condition of the property upon viewing will not be altered prior to you moving in should you be successful in obtaining the property.

SIGNED BY APPLICANT: _____

Date: _____

Our Offices | Contact Details

Sorell Office

10 Gordon Street, Sorell TAS 7172
T: (03) 6265 1000

Dunalley Office

168 Arthur Highway, Dunalley TAS 7177
T: (03) 6253 5566

Orford Office

13 Charles Street, Orford TAS 7190
T: (03) 6257 1296

Web: rh.com.au/sorell

Email: rentals@sorell.rh.com.au

Agents

Michelle Brown	(Rental Department Manager)	(M): 0457 701 060	(E): michelle.brown@sorell.rh.com.au
Hannah Onn	(Senior Portfolio Manager)	(M): 0448 400 455	(E): hannah.onn@sorell.rh.com.au
Mirinda Donohoe	(Senior Portfolio Manager)	(M): 0419 547 626	(E): mirinda.donohoe@sorell.rh.com.au
Lucy Collis	(Senior Portfolio Manager)	(M): 0417 588 033	(E): lucy.collis@sorell.rh.com.au
Clancy Shaw	(Senior Portfolio Manager)	(M): 0477 241 828	(E): clancy.shaw@sorell.rh.com.au