



RESIDENTIAL TENANCY APPLICATION FORM

- Accompanying your application form MUST be a copy of your Drivers Licence or Passport
- Please attach any supporting documentation. I.e. Bank statements, payslips, tenancy ledgers, references etc

PROPERTY DETAILS

Address of Rental Property:		
Lease Commencement Date:	Lease Term:	Rent:
Number of Residents:	Adults:	Children:
Number of Pets & their Breed:		Ages of Children:

PERSONAL DETAILS

Full Name:		
Current Address:		
Residential Status: Australian Citizen / Permanent Resident / Visa/Type:		Exp Date:
Home Phone:	Work Phone:	Mobile:
Date of Birth:	Drivers Licence No:	Vehicle Rego:
Passport No:	Email Address:	

CURRENT TENANCY DETAILS

Name of Agent/Landlord:	Phone No:
Rent Paid: \$	Length of Tenancy:
Reason for Leaving:	

PREVIOUS TENANCY DETAILS

Name of Previous Agent/Landlord:	Phone No:
Rent Paid: \$	Address of Property:
Reason for Leaving	Length of Tenancy:

EMERGENCY CONTACT DETAILS

Name:	Phone:
Address:	

EMPLOYMENT DETAILS

Occupation:	Employer:
Net Weekly Income: \$	Length of Employment:
Contact Name (Payroll/Manager):	Contact Number:
Are you "Full Time"? YES NO	Are you "Part Time" YES NO If "yes" how many hours per week do you work:
Employers Address:	

PREVIOUS EMPLOYMENT DETAILS

Occupation:	Previous Employer:
Net Weekly Income: \$	Length of Employment: From To
Contact Name (Payroll/Manager):	Contact Number:
Were you "Full Time"? YES NO	Were you "Part Time" YES NO If "yes" how many hours per week did you work:
Employers Address:	

PERSONAL REFEREES (NON FAMILY MEMBERS)

Given Name:	Surname:
Address:	
Relationship:	Phone:
Email:	Mobile:

Given Name:	Surname:
Address:	
Relationship:	Phone:
Email:	Mobile:

TRA Trading Reference Australia
P.O. Box 372 Rose Bay N.S.W. 2029 Australia
Phone: 02 93639244 Fax: 02 9328 2861
Web: www.tradingreference.com

I understand this agent is a member of Trading Reference Australia Pty. Ltd. (TRA) and may conduct a reference check with that organization on myself and / or the company whose name appears on the lease. I authorise this Agent to provide any information about me or the company to TRA / Landlord for the purpose of the check and I acknowledge that such information may be kept and recorded by TRA.

Please refer to the TRA website for their Privacy Policy at: <https://tradingreference.com>

I recognize that my photo id may be scanned onto TRA for absolute identification. I, the tenant, I, the referee, do acknowledge that information provided to TRA and/or the agent by these authorities given by me may be available to: a) Real Estate Agents and Landlords to assist them in evaluating applications for leases and b) Real Estate Agents, Landlords, Video stores, Banks, Utility companies, Commercial Agents, organisations or any other members for the purpose of locating me for any legal matter. Should this Agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step which the former agent could have taken. (If more than one applicant, "I" means "We" in this form).

"By signing below I the tenant acknowledge that I have read and I understand the above information and have referred to the TRA Website and read, understood and consent to their online Privacy Policy"

DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the landlord accept this application, I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 2010.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record, listing or database of defaults by tenants;

If I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- (a) Communicate with the owner and select a tenant;
- (b) Prepare lease/tenancy documents;
- (c) Allow organisations/tradespeople to contact me;
- (d) Lodge/claim/transfer to/from the Residential Tenancies Bond Authority;
- (e) Refer to Tribunals/Courts & Statutory Authorities (where applicable);
- (f) Refer to collection agents/lawyers (where applicable);
- (g) Complete a credit check with TRA (Trading Reference Australia Pty Ltd);
- (h) Transfer water account details into my name.

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

Print Name of Applicant.....

Signature of Applicant.....Date.....