

Tenancy Information Collection Agency Disclosure (TICA)

Dear Applicant,

Thank you for choosing Vision Property Sales for your rental needs.

To process your interest in renting one of our available rental properties we require that you complete, and sign the attached documents and TICA statement and return them to our Property Manager along with copies of your ID etc for our office to begin a background check through TICA and process your application. By completing your application in full and providing your 100 points of identification, your application will be processed faster, saving you approval time.

Thank you for your assistance in allowing us to process your application efficiently.

If you have any queries please feel free to contact our office on (02) 6654 8711 or email us at enquiries@visionpropertysales.com.au.

Privacy Act Acknowledgement Form for Tenant Applicants and 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 disclosure of your personal information to TICA we cannot process your application.

Member Name: Vision Property Sales Pty Ltd
Address: 42 Beach Street, Woolgoolga NSW 2456
Phone / Fax: (02) 6654 8711 (Phone) / (02) 6654 8722 (Fax)
Email: enquiries@visionpropertysales.com.au

As a professional asset manager we collect personal information about you. The information we collect can be accessed by you by contacting our office on the above numbers 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 of the property 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

We may also take into account any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related persons to contact or locate you.

Secondary Purpose

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

- Tradespeople to contact you for repairs and maintenance of the property
- Tribunals or Courts having jurisdiction seeking orders or remedies
- Debt Collection Agencies, Credit Providers and related persons to permit them to contact or locate you
- TICA Default Tenancy Control Pty Ltd to record details of your tenancy history
- Lessors / Owners insurers 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 our duties as an asset manager. Consequently we cannot provide you with the property you have 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 28 137 488 503) 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 payphone)

Mail: TICA Public Enquiries, PO Box 120, CONCORD NSW 2137, A FEE OF \$14.30 also applies.

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 organisation 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 includes Name, Date of Birth, Drivers Licence Number, Proof of Age Card Number and or Passport Number (except Australian) and Address at the time of making a 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 are charged at \$5.45 per minute (higher from mobile or payphone). 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 able to be provided with the rental property.

Signed by the Applicant/s: _____

Print Name/s: _____

Signature of a Witness: _____

Witness Name and Date: _____

