

NORTH WEST REAL ESTATE & LIVESTOCK

113 BALO STREET, MOREE NSW 2400

(02) 6752 2033

TENANCY APPLICATION

Name: _____

PROPERTY ADDRESS: _____

IMPORTANT – Please read the following:

- To process your application you are requested to answer ALL questions to the best of your ability. Any false or misleading information provided could jeopardize your application.
- The completion of this application DOES NOT constitute an offer or acceptance.
- Upon approval and acceptance of your application, all monies (4 weeks rent for bond and your first 2 weeks rent) must be paid in full. If you require a Bond Loan, please make an appointment immediately, and provide relevant forms for our agency to complete.
- Methods of rent are Centrepay, direct deposit, or over the counter transactions.

We require the following to be supplied to process an application.

- Photo identification; Driver's licence, 18+ Card, Passport etc.
- At least 2 named references from previous landlords, real estate agencies or rates notice if you have owned your own home.
- Proof of most recent/current residential address.
- Supporting proof of income; Pay Slips, Centrelink Income Statement etc.
- Rent ledger for current tenancy.
- Medicare card.

APPLICANT ONE

Full Name: _____ Date of Birth: _____

Phone Number: _____ Email: _____

Drivers Licence No: _____

CURRENT ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

PREVIOUS ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

Did you receive a full Bond Refund? YES/NO if no why not?

EMPLOYMENT/SOURCE OF INCOME:

Employer/Occupation: _____

Position: _____ Phone: _____

CRN: _____ Income per week: _____

OTHER INFORMATION REQUIRED:

Personal reference (Not Relative): _____

Phone: _____

Emergency Contact: _____

Phone: _____

Car Registration: _____ Make/Model: _____

Are you a smoker? Yes / No

APPLICANT TWO

Full Name: _____ Date of Birth: _____

Phone Number: _____ Email: _____

Drivers Licence No: _____

CURRENT ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

PREVIOUS ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

Did you receive a full Bond Refund? YES/NO if no why not?

EMPLOYMENT/SOURCE OF INCOME:

Employer/Occupation: _____

Position: _____ Phone: _____

CRN: _____ Income per week: _____

OTHER INFORMATION REQUIRED:

Personal reference (Not Relative): _____

Phone: _____

Emergency Contact: _____

Phone: _____

Car Registration: _____ Make/Model: _____

Are you a smoker? Yes / No

APPLICANT THREE

Full Name: _____ Date of Birth: _____

Phone Number: _____ Email: _____

Drivers Licence No: _____

CURRENT ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

PREVIOUS ADDRESS: _____

Rental Agent/Landlord: _____

Rent per week: _____ Phone: _____

Length of tenancy: _____ Reason for leaving: _____

Did you receive a full Bond Refund? YES/NO if no why not?

EMPLOYMENT/SOURCE OF INCOME:

Employer/Occupation: _____

Position: _____ Phone: _____

CRN: _____ Income per week: _____

OTHER INFORMATION REQUIRED:

Personal reference (Not Relative): _____

Phone: _____

Emergency Contact: _____

Phone: _____

Car Registration: _____ Make/Model: _____

Are you a smoker? Yes / No

ALL APPLICANTS TO READ AND COMPLETE

Number of dependants/children under 18 years to occupy the premises: _____

Names and Ages:

Pets **Yes / No** **Number:** _____ **Breed:** _____

Accommodation Required

House

Unit

Number of Bedrooms required: _____

Preferred weekly rent payment: _____

Have you ever been evicted by a landlord/agent?	Yes	No
Are you in debt to another landlord/agent?	Yes	No
Is there any reason known to you that would affect your ability to pay rent when due?	Yes	No

I declare that the information is true and correct.

Signed by the applicant/s:

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____



TICA Statement & Privacy Act Acknowledgement Form

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

TICA Data Solutions Pty Ltd (ABN 70 638 779 521) is a tenancy database that records tenants' personal information from its members including tenancy application enquiries and tenancy history. If a member chooses to run a check through the TICA System for risk management purposes, this may result in information being disclosed on your previous rental history; also, your current and future managing agent/landlord being advised of your applications.

TICA Assist Pty Ltd (ABN 28 137 488 503) is a database Agent that records information from Debt Collection Agencies, Mercantile Agents, Credit Providers, associated industries and related persons.

In accordance with the Australian 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

Mail: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$19.80

Online: My TICA File provides instant access via the internet for 12 months a \$55.00 subscription fee applies. All pricing includes GST.

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 is as follows

Name, date of birth, driver's license number, proof of age card number and or passport number (except Australian), photographic proof, email address, occupation, employer (including address and phone), self employment details (including business name and ACN/ABN/ARBN), telephone number (including mobile) and address at 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's Privacy Policies and its deletion timeframe policies can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy.

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

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 Australian 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 cannot process your application.

Agency Name: _____
(Herein referred to as the "Agent")

Tenant Current Address: _____
Phone: _____ Fax: _____
Email: _____

As a professional asset manager, the Agent collects personal information about you. The information collected can be accessed by you by contacting our office on the above numbers or addresses.

Primary Purpose

Before a tenancy is accepted the Agent collects your personal information for the primary purpose of assessing 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, the Agent may disclose your personal information to all or any of the following:

- The Lessor / Owners for approval or rejection of your application
- TICA Data Solutions Pty Ltd and TICA Assist Pty Ltd to record details of your application for tenancy with the Agent and assess the risk to our clients and verify the details provided in your application.
- Referees to validate information supplied in your application
- Other Real Estate Agents or asset managers to assess the risk to our clients

The Agent may also consider any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related person to contact or locate you.

Secondary Purpose

The Agent also has several secondary purposes for collecting your information. These purposes are related to your tenancy and as such, will only become applicable if your application for this property is successful.

During and after the tenancy the Agent 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 Data Solutions 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.

In the event of a successful tenancy application the applicant's personal information may be recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future tenancy applications for the purpose of skip tracing. Information regarding our data deletion practices can be advised should you wish. The TIC Virtual Manager program will monitor your tenancy applications as part of our Risk Management procedures to protect our landlord's exposure. The monitoring of your tenancy applications is not a listing on the TICA Tenancy History database. This Information is information that would be available to the Agent on a truthfully completed tenancy application form.

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

Signed by Applicant/s:

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Date: _____

YourPorter

YourPorter Pty Ltd
P: 1300 400 600
F: 1300 326 468
E: sales@yourporter.com.au

Office

Property Manager

UTILITY CONNECTION REQUEST

Services to be connected: Electricity Gas Water
NO OBLIGATION, FREE UTILITY CONNECTION SERVICE

Connection Address

Landlord Tenant

Account Holder Details

Customer Name or Business Name (please ensure customer name matches the name on the ID provided below)

Date of Birth (account holder)

Type of ID (Passport, Drivers Licence, Medicare card)

If Medicare card please state colour

ID Number

Country/State of Issue

Expiry Date

ABN Number (if in business name)

Secondary Contact Name (if Business name, contact person)

Date of Birth (Secondary Contact)

Contact Number (in case of issue with connection)

Connection Details

Meter Number (if applicable)

Connection Date

Disconnection Date (if applicable)

YES NO

Electricity Mains Turned Off

Powershop Product Information

Please select fuels for connections/disconnections Electricity Gas

Powershop Shopper Offer

- No contract term (the contract continues for as long as you remain on the plan)
- No Exit Fees
- Monthly Billing
- Buy Mega Pack or Power Saver to cover your usage before your bill is due
- If you don't purchase discounted Powerpacks your estimated annual spend will be more than the Victorian Default Offer.

Connection OR Disconnection Fee: You may be charged up to \$109.04 (electricity) and up to \$64.87 (gas) for connection or disconnection of your premises. Connection/disconnection fees include GST and will be itemised on your first bill. Connection/disconnection fees are set by your distributor and will vary depending on your location.

Powershop Electronic Communication

Powershop is email only and you will receive confirmation of your energy rates and all the relevant plan details in your Powershop welcome pack. You confirm that you understand and agree to receive your welcome pack, notices and other correspondence by email. This may include notices about disconnection and other important information about your account.

Email

Powershop will collect, use and handle your personal information in accordance with its Privacy Policy and its Credit Reporting Policy, available at powershop.com.au. Powershop may conduct a credit check on you. Where a credit check fails to meet Powershop's criteria, Powershop may cancel this contract and not proceed with your switch or connection.

Account Information

Will this account be in your name? Yes No

If 'No', have you been authorised by the customer to connect services on the customers behalf? Yes No

Name

Position of Authorisation

I acknowledge nobody living at the premises requires medical equipment for life support.

We are unable to process life support connections for Powershop using this form. If someone on premise requires medical equipment for life support please contact Powershop directly on 1800 462 668 for help with your connection.

Concession Details

If you have an eligible form of concession, please contact Powershop directly once you have received your welcome pack. As a third-party partner, we cannot apply it at this point in the sale. If you are a resident of South Australia, you will need to contact the Department for Communities and Social Inclusion on 1800 307 758 to have your concession applied.

Are there any renovations or alterations in progress where an electrician is required? Yes No Don't know

Were there any renovations or alterations where electrical works took place prior to the site being disconnected? Yes No Don't know

Powershop Explicit Informed Consent.

Powershop will collect, use and handle your personal information in accordance with its Privacy Policy and its Credit Reporting Policy, available at powershop.com.au. An energy price fact sheet is available on the Powershop website, or on request. You agree to pay any applicable fees; a summary of these fees can be found at powershop.com.au/fees/. An estimated bill will be provided if actual meter readings aren't available. If you have solar, Powershop's Solar Terms and Conditions and feed-in rates, found on its website, apply. Powershop will debit your default payment method for any overdue amounts. If you've provided direct debit details:

You have authority over the nominated bank account and accept the Direct Debit Service Agreement on, powershop.com.au; Powershop will debit an initial \$1.00 from your bank account which will be refunded or credited; Powershop may debit the amount due each month, as set out in the monthly Account Review email, starting from your first Account Review email and also debit amounts for other Powershop purchases you make.

Do you understand and agree that Powershop may vary the rates which are used to calculate your usage charges from time to time and can vary your tariff structure, charges, billing frequency and terms of your contract at any time by writing to you? Yes No

Do you confirm you are over 18, authorised to enter into this agreement, and understand and accept the terms and conditions of Powershop's offer and that if Powershop is not your current retailer you will be consenting to transfer your Gas and/or your Electricity account to Powershop? Yes No

Terms & Conditions - Residential Connections PTY LTD is a service provider to YourPorter. You hereby consent to Residential Connections PTY LTD (or one of its affiliate companies) ("Residential Connections PTY LTD") arranging your energy connection with Powershop and arranging your water connection. Please note that Residential Connections PTY LTD will not carry out a comparison between Powershop and any other energy provider. Residential Connections PTY LTD will provide the personal information that you have included on this form to Powershop in order to arrange your energy connection and to your water provider in order to arrange your water connection. Residential Connections PTY LTD does not accept responsibility for any failure or delay in the connection of your energy or water. Residential Connections PTY LTD may receive a commission for arranging your energy connection. Residential Connections PTY LTD contact details: Phone 1300 859 258, address: Level 3, 342 Flinders Street Melbourne VIC 3000. Basic Plan Information Documents are available at <https://www.powershop.com.au/residential-rates-by-distributor/>

Applicant Signature: _____

Date: ____/____/____

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