

RE/MAX Solutions

Tenancy Application Form

Phone: 07 3881 5200

Email: rentalsolutions@remax.com.au



100 points of Identification and SIGNED Tica Privacy Act Acknowledgement Form are required with this application.

Identification Types and points

Must include at least 1 primary document

Primary Documents Drivers Licence (60 Points) 18+ Card (60 Points) Passport (50 Points) Birth Certificate (50 Points)	
Secondary Document Medicare Card (40 Points) Marriage Certificate (40 Points) Citizenship Certificate (40 Points) Australian Visa (40 Points)	
Proof of Income 2 Recent Payslips / Centrelink Statement / Bank Statement / Employment Offer	
Proof of Current Address Telephone Bill / Electricity Bill / Registration / Utility Bills	
Tica Privacy Act Acknowledgement Form Signed Yes / No	
Request Utility Connection Yes / No	

Address of Property Applying For: 1 st Preference	
Address of Property Applying For: 2 nd Preference	
Inspection Date:	Preferred Move In Date:

Applicant 1 – Details

Full Name:
Date of Birth:
Phone Number:
Email Address:
Drivers License or Passport Number:
Car Registration, Make and Model:
Approved Occupants – Name, Age and Relationship to Applicant: Occupant 1: _____ Occupant 2: _____ Occupant 3: _____ Occupant 4: _____
Pets – Age, Type, Breed, Inside / Outside (please circle one) Registration Numbers:
Do you smoke: yes / no Are you studying yes / no
Emergency Contact Name: Contact Number: Relationship:

Applicant 1 – Residential History (Current)

Current Address:
Weekly Rent Paid:
Type Of Occupancy: Renting / Own home / Private Landlord / Living with Family / Boarding
Agent: Contact Number: Email Address:
Period at the Property:
Reason for leaving:

Applicant 1 – Residential History (Previous)

Previous Address:
Weekly Rent Paid:
Type Of Occupancy: Renting / Own home / Private Landlord / Living with Family / Boarding
Agent:
Contact Number:
Email Address:
Period at the Property:
Reason for leaving:

Applicant 1 - Employment Details

Are you Employed:
Employment Status: Fulltime / Part time / Casual / Contract / Self Employed / Unemployed
Net Income per week:
Occupation:
Time Employed at this Company:
Employment Confirmation Contact/Manager: Name:
Number:
Centrelink Payment Type: Total Amount:

Applicant 2 – Details

Full Name:
Date of Birth:
Phone Number:
Email Address:
Drivers License or Passport Number:
Car Registration, Make and Model:
Approved Occupants – Name, Age and Relationship to Applicant: Occupant 1: _____ Occupant 2: _____ Occupant 3: _____ Occupant 4: _____
Pets – Age, Type, Breed, Inside / Outside (please circle one) Registration Numbers:
Do you smoke: yes / no Are you studying yes / no
Emergency Contact Name: Contact Number: Relationship:

Applicant 2 – Residential History (Current) **If address is the same as applicant 1 write As Above**

Current Address:
Weekly Rent Paid:
Type Of Occupancy: Renting / Own home / Private Landlord / Living with Family / Boarding
Agent: Contact Number: Email Address:
Period at the Property:
Reason for leaving:

Applicant 2 – Residential History (Previous) If address is the same as applicant 1 write As Above

Previous Address:
Weekly Rent Paid:
Type Of Occupancy: Renting / Own home / Private Landlord / Living with Family / Boarding
Agent:
Contact Number:
Email Address:
Period at the Property:
Reason for leaving:

Applicant 2 - Employment Details

Are you Employed:
Employment Status: Fulltime / Part time / Casual / Contract / Self Employed / Unemployed
Net Income per week:
Occupation:
Time Employed at this Company:
Employment Confirmation Contact/Manager: Name:
Number:
Centrelink Payment Type: Total Amount:

Declaration, Privacy and Consent Statement	
Have you ever been evicted or an agent or Lessor?	Yes / No
Were you refund the bond in full at your previous address?	Yes / No
Do you have any current outstanding debt with another agency?	Yes / No
Declare that I am not bankrupt or in financial hardship before applying for this property.	Yes / No
Acknowledge that my personal belongings are not covered under the landlord's insurance, and I need to obtain my own contents insurance.	Yes / No
Consent to the collection of information to determine my suitability as a tenant.	Yes / No
Understand that I am responsible for the connection of phone, internet, gas and electricity at the property and the hire of gas tanks is at my cost.	Yes / No
Accept the property in the current state it was viewed in and will obtain written permission to make any alterations to the property.	Yes / No
Authorise you to contact persons named in this application to undertake enquiries and searches as you consider necessary.	Yes / No
Authorise the information provided to be disclosed to referees named in this application and further information to be obtained from relevant third parties.	Yes / No
Accept that if the application is denied the agent is not obliged to provide reasons why.	Yes / No
Acknowledge should my application be accepted the Agent may pass my details onto other parties such as Insurance Companies, Body Corporate, Contractors ect...	Yes / No
Understand this application is subject to the approval of the Landlord.	Yes / No
Acknowledge that if my application is successful I will receive a General Tenancy Application (Form 18a), and special terms and conditions to sign immediately to secure the property.	Yes / No
Consent to the use of email in accordance of provisions set out in Chapter 2 of the electronic transaction act 2001 QLD.	Yes / No
Consent to my information being listed on the TICA or the virtual TICA database should I default under our rental agreement for other agencies to monitor as part of the risk management procedures.	Yes / No
Declare that the above information is true and correct and supplied of my own free will.	Yes / No

Applicant 1 Signature _____ Date / /

Applicant 2 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 TICA 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 the Applicant(s)

Name: _____ Signature: _____

Name: _____ Signature: _____

Date: _____

Connect all your utilities in 4 simple steps

How it works:

1

Agree

Please advise your team at **RE/MAX Solutions** if you wish MyConnect to contact you. There's no obligations, no lock in contracts & we are a completely **FREE** service.

2

We call you

MyConnect will call you to discuss your move in date. In one phone call we organise all your utilities, saving you time, effort and money. We also offer a free interpreter service.

3

Choose your suppliers

We are partnered with a wide range of suppliers to provide you with the best solution for your needs. We have a variety of plans and packages available.



4



Move in!

Move into your house with all your services ready to go. We guarantee your utilities will be connected on the agreed day or we will cover all your expenses, no questions asked.





easyBondpay™
makes renting easier for you

 **same day
rental bond
payments
guaranteed** 

what is easyBondpay?

easyBondpay is an exciting new bond payment facility for tenants and property managers looking to streamline the bond payment process.

We provide **same business day** electronic payment of the full rental bond direct to your trust account, while your tenants repay their bond over 3, 6 or 12 easy monthly instalments.

Our web application platform is user friendly, with an easy and quick online application providing the tenant with a secure, efficient monthly instalment option at the point of property tenancy application.

Backed by secure payment processing systems, easyBondpay is a proven tool for securing new tenants faster, increasing your service offering while maximising revenue and efficiencies from the application process.

how does it work?



The tenant is approved for rental by you and opts to pay their bond monthly with easyBondpay.



The tenant submits the easy and quick online application for fast approval!








We remit the bond electronically the very same business day into your trust account.



That's it! We manage the client's instalments until the bond has been repaid in full.

make bond payments easy with easyBondpay

-  EASY AND QUICK INTERNET APPLICATION
-  NO MINIMUM OR MAXIMUM BOND VALUE

-  FAST APPROVAL
-  SAME DAY, FULL BOND PAYMENT
-  ADDITIONAL REVENUE OPPORTUNITY

easyBondpay is a product of easyBondpay Pty Ltd, ACR 502519 (as authorised credit representative of Principal Finance Pty Ltd ACL 391746).

www.easybondpay.com.au or call us on 1300 042 663 (1300 04 BOND)