kingscliff salesandrentals
02 6674 5888
2/110 Marine Parade, Kingscliff, NSW, 2487, Australia

Tenancy Application

Lease Details

Property Address

Ideal length of lease *

☐ 6 months ☐ 12 months ☐ 3 months (only if in advertising) ☐ Other Please specify _____

Ideal start date

Rent amount *

I understand that if I am successful for this property I will be required to pay 6 weeks total rent before the lease start date (2 weeks rent & 4 weeks bond) Note: *

☐ Yes, I understand and agree

I understand that if I am successful, the rent and bond will both be paid to the Agent. The Agent will then lodge the bond with the Rental Bond Board on tenants behalf *

☐ Yes, I understand and agree

Main reason you want to apply for this property? *

☐ Close to family/friends

☐ Close to work/school

☐ Property would suit my needs

☐ Need a property & happy to take any I am approved for for

☐ Other

If other, please state reason you would you are applying for this property?

Have you inspected the property? *

☐ Yes ☐ No

Personal Details

Personal Information

First name *

Last name *

Mobile phone number *

Email *

Gender *

☐ Male ☐ Female ☐ Other

Marital status *

☐ Unmarried ☐ Engaged ☐ Married ☐ Divorced ☐ Widowed

Date of birth *

Age *

Smoking habits *

☐ Non-smoker ☐ Occasional ☐ Frequent ☐ Inside smoker ☐ Outside smoker ☐ Inside & outside smoker

Drivers Licence Number & Expiry Date: *

Passport Number, Country of issue & Expiry Date

MOULD - Due to the climate and location that we live in, there can occasionally be an occurrence at mould at some properties (This is rare but it has happened). IF you were living in a property and had mould show up, what would you do? Would you clean it yourself? Purchase & use mould absorbers? Or are you allergic to mould? Would you require the Agent to clean or do it yourself? Other? Please let us know *

How many vehicles will you keep at the property? Include how many cars, trailers, motorbikes, boats, caravans etc *

Do you plan on taking boarders/sharers to assist with rent payments? If yes, how many? *

I intend for sharers/boarders to move in and assist with paying rent *

☐ Yes ☐ No

If yes, are there co tenants applying for this property to go on the lease? *

☐ Yes ☐ No ☐ N/A

If yes, what are their names?

Emergency Contact

Full name *

Relationship *

Phone number *

Personal Reference

First name *

Last name *

Relationship *

Phone number *

Email *

Rental History

How many properties have you lived in the last 5 years? *

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4+

Current Address 1

Street number *

Street name *

Suburb *

State *

Postcode *

Move in date *

Move out date *

Owned or rented *

☐ Owned ☐ Rented through agency ☐ Rented privately ☐ Lived with family/friends

Reason for leaving current property? *

Weekly rent/mortgage amount *

Property Manager of address 1

Agency name *

Contact name *

Email *

Phone number *

Previous Address 2

Street number *

Street name *

Suburb *

State *

Postcode *

Move in date *

Move out date *

Owned or rented *

☐ Owned ☐ Rented

Weekly rent amount *

Property Manager of address 2

Agency name *

Contact name *

Email *

Phone number *

Previous Address 3

Street number

Street name

Suburb

State

Postcode

Move in date

Move out date

Owned or rented

☐ Unspecified ☐ Owned ☐ Rented

Weekly rent amount

Property Manager of address 3

Agency Name

Contact name

Email

Phone number

Previous Address 4

Street number

Street name

Suburb

State

Postcode

Move in date

Move out date

Owned or rented

☐ Unspecified ☐ Owned ☐ Rented

Weekly rent amount

Property Manager of address 4

Agency name | Contact name | Email | Phone number

Rental History Questions

Have you ever been evicted by any landlord or agent?

☐ Unspecified ☐ Yes ☐ No

Are you currently in debt to any landlord or agent?

☐ Unspecified ☐ Yes ☐ No

Is there any reason you are aware of that you might be listed on a tenant default database?

☐ Unspecified ☐ Yes ☐ No

If yes to any of the above three questions, please give reasons:

Occupants

Co-Occupants

How many co-occupants will there be? (Over 18 years) *

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6+

Occupant 1

First Name * | Last name * | Email * | Mobile phone *

Relationship *

Occupant 2

First name * | Last name * | Email * | Mobile phone *

Relationship *

Occupant 3

First name * | Last name * | Email * | Mobile phone *

Relationship *

Occupant 4

First name * | Last name * | Email * | Mobile phone *

Relationship *

Occupant 5

First name * | Last name * | Email * | Mobile phone *

Relationship *

Occupant 6

First name *

Last name *

Email *

Mobile phone *

Relationship *

Dependants

How many dependants? (Under 18 years) *

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4+

Dependant 1

First name *

Last name *

Relationship & Age *

Dependant 2

First name *

Last name *

Relationship & Age *

Dependant 3

First name *

Last name *

Relationship & Age *

Dependant 4

First name *

Last name *

Relationship & Age *

Pets

How many pets? *

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4+

Pet 1

Name *

Type *

Breed *

Pet 2

Name

Type

Breed

Pet 3

Name

Type

Breed

Pet 4

Name

Type

Breed

Does your pet live?

☐ Unspecified ☐ Inside ☐ Outside ☐ Both inside and outside

Please Upload a photo of your Pet/Pets

Please attach supporting documentation

Income

Are you currently receiving any government assistance (e.g. Centrelink) *

☐ Yes ☐ No

Type *

Amount per week *

Are you currently receiving Child Support payments? *

☐ Yes ☐ No ☐ N/A

Amount per week

Employment

How many places have you worked in the last 2 years? *

☐ 0 ☐ 1 ☐ 2 ☐ 3+

Workplace 1 (current)

Company name *

Position *

Employment type *

☐ Full time ☐ Part time ☐ Casual ☐ Self employed

Salary *

Start date

End date

IF SELF EMPLOYED, Business Name

Type of business (if self employed)

ABN (if self employed)

Length of self employment?

Net income per week (if self employed)

Accountant name (if self employed)

Accountant business name (if self employed)

Workplace 2

Company name *

Position *

Employment type *

☐ Full time ☐ Part time ☐ Casual ☐ Self employed

Salary *

Start date *

End date *

Contact name *

Email *

Phone *

Workplace 3

Company name

Position

Employment type

☐ Unspecified ☐ Full time ☐ Part time ☐ Casual ☐ Self employed

Salary

Start date

End date

Accountant name

Accountant business name

Email

Phone

Contact name

Email

Phone

Other Income

How many other sources of income do you have? *

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4+

Source of income *

Amount per week *

Source of income

Amount per week

Source of income

Amount per week? *

Source of income

Amount per week

Assets

Assets - How much cash do you have in the bank? *

Assets - Property owned? *

Assets - Investements? *

Supporting Docs

IDENTIFICATION - DRIVERS LICENCE PREFERRED

Type *

☐ Drivers licence ☐ Passport ☐ ID card ☐ Other

Attach file *

Please attach supporting documentation

MEDICARE CARD PREFERRED

Type *

☐ Birth certificate ☐ Student card ☐ Medicare card ☐ Healthcare card ☐ Vehicle registration ☐ Other

Attach file *

Please attach supporting documentation

Proof of Income - PAYSLIPS PREFERRED

Copy of 3 most recent payslips preferred

Type *

Attach file *

Please attach supporting documentation

Proof of Income - RECENT BANK STATEMENT

Type *

Attach file *

Please attach supporting documentation

Proof of Rental History - RENTAL LEDGER PREFERRED

Type *

☐ Rental receipts ☐ Utility bills ☐ Bank statement ☐ Rental reference

Attach file *

Please attach supporting documentation

Other

Please include any other supporting documents (Example: pictures of pets etc)

Please attach picture of your pet/s

Attach file

Please attach supporting documentation

100 Points of ID Checklist

PLEASE SEE THE BELOW REQUIRED DOCUMENTS FOR YOUR APPLICATION - Add any notes here if any of them cannot be provided. *

You must meet 100 points of ID with your application. Have you included all of the below items? Please check them off and make sure you have a minimum of 100 points. *

- [ ] 20 Points - RENTAL LEDGER
- [ ] 30 Points - PAYSLIPS/INCOME (at least 3)
- [ ] 20 points - BANK STATEMENT
- [ ] 30 points - DRIVERS LICENCE
- [ ] 20 points - MEDICARE CARD
- [ ] 20 points - PASSPORT
- [ ] PICTURES OF PETS (If applicable)

Photos

If you are comfortable, please include a photo of yourself/family/applicants for this property.

A photo helps us to put a face to the name and is really helpful if we have met you at an inspection or in the office to make the connection and refresh our memory

Please upload below:

Please attach supporting documentation

Declaration

Moving Hub

PRIVACY CONSENT AND TERMS: By reading and signing this form you Acknowledge the following

The applicant acknowledges that: First, the landlord's insurance will not cover the tenant's contents and it is advised that the tenant should obtain content and public liability insurance. Second, that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions. Third, that unless agreed, otherwise the tenant shall be liable for all water costs pertaining to the property. Costs to be calculated on a daily basis. Lastly, please note that our tenancy agreements contain a special cause stating: No smoking inside the premises.

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the application be accepted by the landlord, I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in this application {including the front page) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt. I consent to the disclosure of this page of the Tenancy Application Form to Movinghub (ABN 73 603 267 465) for the purpose of notifying the water authority and to contact me with regards to services related to moving home. I acknowledge that neither the Agent or Movinghub accept any responsibility for the delay in, or failure to arrange or provide for any connection or disconnection of a utility, or for any such loss in connection such delay or failure. I acknowledge that the Agent and Movinghub may receive a benefit in relation to any services organised. I also authorise the Agent to obtain personal information about me from:

1. The owner or the Agent of my current or previous residences
2. My personal referees and employer/s
3. Any record listing or database of defaults by tenants
4. If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy data base, and to agents/landlords of properties I apply for in the future

Movinghub (ABN 73 603 267 465) (Movinghub) will: acquire, use and disclose your data as subject to this form only provided to them to contact you by means provided here for the purpose of discussing connection services related to moving house. Related but not limited to; Water Authority, Gas & Electricity and Home telecommunication services. Consent to Movinghub using collected information as stated above to assist in the nominated services selected by yourself. This includes providing selected information as provided by you to nominated services providers and Service providers thus engaged by you. They may use all information to; Connect, Supply and charge you for their services. Consent to Movinghub to obtain identifiers for the premises you are moving to. Including National Metering Identifier and Water Metre Number. Agree that. except to the extend provided in the Terms and Conditions, Movinghub has no responsibility to you for the connection or supply including failure to connect or supply any of the services as engaged by you to them. Acknowledge that the agent and Movinghub may receive a benefit in relation to Home services organised throughout as agreed above You warrant that you are authorised to make this application and fill all related details out truthfully. You warrant that you are authorised to make this application on behalf of all applicants and/if alternative contact persons are provided and that each person consents and agrees to the handling of their information as the same terms as you have.

I am aware that the agent will use and disclose my personal information within this application to:

1. Communicate with the owner and select a tenant
2. Prepare lease/tenancy documents
3. Allow tradespeople or equivalent organisations to contact me
4. Lodge/claim transfer to/from a Bond Authority
5. Refer to Tribunals/Courts & Statutory Authorities (where applicable)
6. Refer to collection agents/lawyers (where applicable)
7. Complete a credit check with NTD (National Tenancies Database)

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

By agreeing below I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

I consent to my references being contacted and my information being shared with third parties for the purposes of verifying and supporting my application *

☐ Yes ☐ No

I consent and agree *

☐ Yes ☐ No

I confirm all details provided in this application are true and correct *

☐ Yes ☐ No

Signature *

TICA

TICA

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.

Signature relating to above TICA information and acknowledgement form *

Date relating to signature for above TICA information and acknowledgement forms *

Are you currently listed on TICA? *

☐ Yes ☐ No

Have you previously been listed on TICA? *

☐ Yes ☐ No

I confirm that I give permission for the Agent to use my details to search tenancy database TICA for the purpose of checking tenancy history *

☐ Yes

Additional Information

Please add any additional information or documents that you wish to include with your application

Any additional information

Any supporting documents

Please attach supporting documentation

MyConnect

Electricity - MyConnect

We are partnered with a company called MyConnect. They are an independent company with a Melbourne based team that can help make connecting utilities easy. If you are successful with your application, we would like to send them your details so that they can contact you to walk you through the connection process for electricity, gas, phone, internet or even truck hire.

The service is totally FREE, they offer a wide range of providers and you would be free to decline if not interested.

If your application is successful, would you like to be contacted by MyConnect? *

- [ ] Yes
- [ ] No
- [ ] Maybe - please tell me more