



TENANT APPLICATION FORM

Agency Details	
Agency Name	Noosa4Sale Pty Ltd
Address	Shop 7a, Noosa Junction Plaze, 81-87 Noosa Drive Noosa Heads, 4567
Phone	0423 499 934
Email	rentals@noosa4sale.com.au

Property Details	
Property Address Applying For	
Application Name	
Lease Term	
Lease Start Date	
Weekly Rent	

Pets	
Do you intend to keep pets at the property?	
Number of Pets	
Are your pets registered with council.	
If Yes, please state which council:	

PLEASE NOTE THAT AN APPLICATION WILL ONLY BE CONSIDERED ONCE YOU HAVE CARRIED OUT AN INSPECTION OF THE PREMISES

(or request a "Request to sign Tenancy Agreement for unseen Property)

PRIOR TO COMPLETING PLEASE NOTE:

- One application to be completed per person. Anyone over the age of 18 MUST complete an application
- Incomplete Applications will NOT be processed until ALL accompanying documents have been received.
- Complete the form to the best of your ability, paying specific attention to the items you need to attach supporting documents
- Print clearly to enable us to process this application promptly
- Allow 24-48 hours for your application be processed. We will touch base with you once we have completed processing the application and have an outcome
- If your application is successful you will be required to return the signed General Tenancy Agreement and pay six (6) weeks rent (2 weeks rent plus 4 weeks bond) within 24 hours

Documents for Identification check - please supply ONE from each section (A, B & C)

A	Passport or Birth Certificate
B	Drivers License, Proof of Age Card Other Photo ID from Government eg. Pension Card, Student Card
C	Documents on which your name and current address appear: <ul style="list-style-type: none">• Current vehicle registration certificate• Bank statement• Telephone/Electricity/Gas Account• Medicare/Healthcare Card• Rates Notice

Documents Accepted for Proof of Income -you must supply ONE form of proof of income

	<ul style="list-style-type: none">• Two (2) most recent pay slips• Employment Contract Letter from accountant (if self employed) Bank Statements

Australian Citizen

	<ul style="list-style-type: none">• Yes• No (attach copies of Passport and Visa. Visa Expiry Date)

Applicant Checklist - PRIOR to submitting this application, I have;

	<ul style="list-style-type: none">• Attached photocopies of documents
	<ul style="list-style-type: none">• Inspected the property both internally and externally or attached a "Request to sign Tenancy Agreement for unseen Property
	<ul style="list-style-type: none">• Attached proof of income and/or savings
	<ul style="list-style-type: none">• Completed the pet application & agreement form if pets are to reside at the property or applicable

TENANT APPLICATION FORM

All information in the following table MUST be completed (or Application won't be processed)

Full Name:			
Other Names you have been known by:			
Date of Birth:	Place of Birth:		
Drivers License No:	Passport No:	Expiry:	
Mobile Phone:	Home Phone:		
Email:			
Current Address:	Renting / Owned / Living with Friends / Family / Sharing Not on Lease / Other		
Address in full:			
Rent Per Week:	Period of Occupancy:	Years	Month
Agent/Landlord:			
Agent Email:			
Reason for leaving:			
Do you expect the full bond to be refunded:	Yes No, Why:		
Previous Address:	Renting / Owned / Living with Friends / Family / Sharing Not on Lease / Other		
Address in full:			
Rent Per Week:	Period of Occupancy:	Years	Month
Agent/Landlord:			
Agent Email:			
Reason for leaving:			

Employment			
Current Employer:			
Your Position:			
Address:			
Full time / part time / casual contract:			
Length of Employment	Years	Months	
Payroll/Managers Name:			
Phone Number:			
Income (Attach Pay Slip):	\$	Gross PA	
	\$	Net Weekly	

Employment	
If Self Employed: Company Name & ABN:	
Trading As:	
Nature of Business:	
Period Self Employed:	Years Months
Accountant Name & Phone: (Accountant letter attached)	
Income:	<div>\$ Gross PA</div> <div>\$ Net Weekly</div>

Centrelink Payments	
Are you receiving any regular Centrelink payments:	Yes No
Description of Payment (s):	
Total Income per week:	\$
Date payments commenced:	

Student details	
Are you studying full time:	Yes No
Name of Education Institution you are currently attending:	
Student ID#:	
Date payments commenced:	
Are you an overseas student	Yes No
If yes, Visa expiry date:	

Vehicles to be kept at property:	
Registration No:	
Make & Model:	
Other:	

Occupancy Details, of persons to reside at the property (other than Applicant) including dependents and other applicants:					
Name	Date of Birth	Relationship	Name	Date of birth	Relationship

Smoker/s: Yes No

Personal References: who are NOT relatives. Must be contactable within the next 48 hours:		
Names	Business Hours Contact Details:	
	Phone:	Relationship:
	Phone:	Relationship:
	Phone:	Relationship:

Emergency Contact Details (NOT living with you, must be Australian numbers)	
Name:	Phone:
Address:	Relationship to you:

DECLARATIONS - applicant to complete and provide details where required

Have you ever been evicted by any agent or lessor?	Yes	No
Are you in debt to another lessor or agent	Yes	No
Have you ever been refused another property by an agent or lessor?	Yes	No
Is there any reason known to you that would affect your ability to pay rent when due	Yes	No
Was your rental bond at your last address refunded in full? If No, why?	Yes	No

I, the Applicant declare that the above information is true and correct and that I have supplied it of my own free will and I hereby authorise you as the letting agent, to conduct any enquiries, and/or searches, including any tenancy information database in order to verify the above information. I declare I am not bankrupt or an undischarged bankrupt.

I apply for the tenancy for a period of _____ months, at a rental amount of \$_____ per week, commencing on ____/____/____.

I understand that if the nominated applicant is advised that this application is approved then within 24 hours, all approved applicants are to sign or make arrangements to sign the General Tenancy Agreement and pay 6 weeks rent (2 weeks rent plus 4 weeks bond). The tenant is then bound to the Terms of Agreement and the property will cease to be available for rent. If the tenancy does not proceed, steps to apply for a refund of the bond will be taken by the agent for monies owed for rent until a replacement tenant is secured.

Pre-moving in costs are itemised below are to be paid into our bank account stipulated on the approval email

Rent - 2 weeks rent	2x \$. = \$	Within 24 hours of application approval
Bond - 4 times weekly rent	4 x \$ = \$	Within 24 hours of application approval
Total Pre-moving in Cost	\$	Within 24 hours of application approval

APPLICANT NAME:	
APPLICANT SIGNATURE:	
DATE:	

PRIVACY DISCLOSURE STATEMENT

Please acknowledge the following by circling YES or No

I, _____ the Applicant,

I, the Applicant,			
1	Acknowledge that my personal contents is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings	Yes	No
2	Understand that you as the agent/lessor have collected this information for the purposes of determining whether I am a suitable tenant for the property - in particular to check my identification, my ability to care for the property, my character and my creditworthiness	Yes	No
a	For such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy database searches via TICA) as you consider reasonably necessary	Yes	No
b	In doing so, I understand information provided by me may be disclosed to, and further information obtain from, referees named in this application and other relevant third parties	Yes	No
3	Acknowledge and accept that if this application is denied, the agent is not legally obliged to provides reasons why	Yes	No
4	Consent and understand that should my tenancy be accepted an upon commencement of the tenancy agreement, there may be cause for the agent/lessor to pass my details onto others, which may include (but not limited to) insurance complanies, body corporates, contractors, other real estate agents, sales people and tenancy default database	Yes	No
5	Acknowledge that I have signed the agency's Privacy Notice and Consent	Yes	No
6	Acknowledge that the lessors and applicant (tenant) are bound by this agreement immediately upon communication of the lessor/agents acceptance of the application	Yes	No
7	Consent to the use of email of SMS as a method of sending and receiving advice and or notice	Yes	No
8	Declare that the above information is true & correct and that I have supplied it of my own fee will	Yes	No

By signing below:

- I agree that I have read and understood all pages in this application and that I have read and accepted all the above;
- I consent to the disclosures set out in the Authority to release information;
- I have read the Privacy Information statements and all details herein provided to and by me;
- I authorise Noosa4Sale Pty Ltd to make enquiries it considers necessary to verify the information disclosed in this application.

APPLICANT NAME:	
APPLICANT SIGNATURE:	
DATE:	

Privacy Notice and Consent

Noosa4Sale Pty Ltd Privacy Policy

We are concerned about protecting your privacy. This document sets out how the site and our booking system handle private information including contact details, browsing, searches, links to other sites and cookies.

Collection of Details

It is our usual practice to collect personal information directly from the individual when they enquire about a property for sale or rent, enquire about or make a holiday booking, when they subscribe to our email mailing list, attend an open home, phone, email or text us, or contact us via social media, through promotions and competitions.

We only collect personal information for purposes which are directly related to our functions or activities under the Privacy Act, Freedom of Information Act 1982 (FOI Act) or the Australian Information Commissioner Act 2010 (AIC Act), and only when it is necessary for or directly related to such purposes.

We only use personal information for the purposes for which it was given to us, or for purposes which are directly related to one of our functions or activities (property sales, property management, holiday letting), and we do not give it to other businesses, organisations.

Browsing

When you browse our site, we track all pages that are viewed. This information is available minimally through the web server logs.

Searches

Search terms that you enter when using our search engine are collected. We use these search terms to ascertain what people are looking for at this site, and to improve the services that we provide.

Links to other sites

This site may contain links to other sites. We are not responsible for the privacy practices or the content of such web sites.

Cookies

A cookie is a short piece of data which is sent from a web server to a web browser on the user's machine when the browser visits the server's site. The cookie is stored on the user's computer, but it is not an executable program and cannot do anything to your computer.

Whenever a web browser requests a file from the same web server that sent the cookie, the browser sends a copy of that cookie back to the server along with the request. In this way, the server knows you have visited before and can co-ordinate your access to different pages on its web site. A server cannot find out a name or e-mail address, or anything about a user's computer, by using cookies.

This system uses cookies to obtain session details for access to parts of our site. Cookies are essential in providing a seamless access to our range of services. Cookie information is not further stored or collected by us. If you choose not to accept cookies from this site, you will not be able to maintain a session-based interaction with the site and will be treated as an anonymous browser.

APPLICANT NAME:			
APPLICANT SIGNATURE:			
DATE:			