

Residential Tenancy Application

If the information requested on this application is NOT provided, we may not be able to process this application

Privacy Disclosure Statement

We are an independently owned and operated business. We are bound by the National Privacy Principles (NPP). We collect personal information about you in this form to assess your application for residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employers and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful, we may disclose your details to service providers relevant to the tenancy relationship, including maintenance contractors and owners' insurers. We may also send personal information about you to the owners of any other properties at your request.

You have the right to access personal information that we hold about you by contacting our Privacy Officer, Speechley Property, PO Box 5722, South Windsor, 2756. If you do not complete this form or do not sign the consent below then your application for residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

I/we, the person(s) listed hereunder and signed below acknowledge that we have read the Privacy Disclosure Statement above and authorise Speechley Property to collect information about me/us from

1. My/Our current and/or previous letting agents and/or landlords;
2. My/Our personal referees provided by me/us in this application;
3. My/our current and/or previous employers
4. Any tenancy database which may contain personal information about me/us. I/we also authorise Speechley Property to disclose details about any defaults by me/us during the tenancy to which this application relates to any tenancy database to which Speechley Property subscribes. I/we understand this may include but not limited to Tenancy Information Centre of Australia (TICA) and Trading Reference Australia (TRA)

Print Name of all Applicants:

Signatures of all Applicants:

Date:

Please ensure you provide ALL requested information, otherwise your application may not be processed.

1. Applicant must achieve a **MINIMUM** of **100 CHECK POINTS (must include Drivers License, Photo ID or passport)**.
2. Written references from present/previous Landlord/Agent.
3. Two personal references with day time telephone numbers.
4. If your rental reference is via a Private Landlord, you must provide a rates notice from the Landlord for proof of ownership and a written reference.
5. If you are self-employed, you must provide information relevant to your business, such as business registration, proof of income and accountant.
6. If accepted for the applied premises, all of the initial payments **MUST** be made in **Money Order, Bank Cheque or Bank Transfer**. No personal or business cheques will be accepted.
7. All relevant parties must be present at the time of signing the lease.
8. We **DO NOT** accept bond transfers and we **DO NOT** give bond transfers.
9. If approves for the premises, all rental payments are to be made by **PERIODICAL PAYMENT**. Before signing the lease, the applicant must provide proof from their bank that a **PERIODICAL PAYMENT** has been set up to our Trust Account. Account details will be supplied upon approval of your application.

If you are unable to meet our 100 point criteria, please speak to our Property Manager.

A. AGENT DETAILS

Speechley Property

Address: 517 George St, South Windsor NSW 2756

Email: rentals@speechley.com.au

Phone: (02) 4577 4699

Website: www.speechley.com.au

B. PROPERTY DETAILS

What is the address of the property you would like to rent?

What is the rent per week?

Lease Commencement date? (DD/MM/YY)

Lease Term?

How Many occupants will occupy the property?

Child 1: Name

Age:

Child 2: Name:

Age:

Child 3 Name:

Age:

C. UTILITY CONNECTIONS



FREE Utility Connection Service - with a difference!

Electricity Gas Internet Phone Pay TV Insurance

- Access to genuinely discounted utility offers
- Choose your providers in your own time
- Save time, no long holds with a call centre
- Connect all your services in around 3 minutes on your mobile or computer



We will send you a personal invitation to connect via email and text once you have been approved to rent a property. Once you receive it, please click on the link and take 3 minutes to sign up online.

Move Me In is a FREE utilities connection service that offers you great discounted deals, saving you money right from the start! Other companies may have only ever offered you the standard off the shelf utility plans but Move Me In presents you with a selection of utility providers to choose from on our quick and easy online portal, so you can pick the discounted plan that suits you best.

E: support@movemein.com.au P: 1300 911 947 www.movemein.com.au

D. PERSONAL DETAILS

Title: _____ Given Names: _____ Surname: _____

Daytime Phone: _____ Mobile: _____

Email: _____

E. APPLICANT HISTORY

What is your current Address? _____

How long have you lived at your current address? _____

Why are you leaving? _____

Landlord/Agent Details (if applicable) _____

Name of Landlord/Agent: _____

Contact Number: _____

Weekly Rent Paid: _____

What was your previous rental address? _____

How long did you live at this address? _____

Landlord/Agent Details (if applicable) _____

Name: _____

Contact Number: _____

Weekly Rent Paid: _____

Please answer the following questions: _____

Have you ever been evicted? _____

Are you in debt to another agent/landlord? _____

Have you ever been refused another property? _____

F. EMPLOYMENT HISTORY

Please provide your employment details:

What is your occupation? _____

Employers name (accountant if self employed): _____

Contact Name: _____

Contact Number? _____

Length of employment: _____

Years: _____ Months: _____

Net Income: _____

Please provide your previous employment details:

What was your occupation? _____

Employers Name: _____

Length of Employment: _____

Years: _____ Months: _____

Net Income: _____

G. CONTACT/REFERENCES

Please provide at least three references:

1. Given Name: _____ Surname: _____

Relationship to you: _____ Contact Number: _____

2. Given Name: _____ Surname: _____

Relationship to you: _____ Contact Number: _____

3. Given Name: _____ Surname: _____

Relationship to you: _____ Contact Number: _____

H. OTHER INFORMATION

Are you a member of the Australian Defence Force?

RAAF ARMY NAVY

Rank: _____

Location: _____

Service
No.: _____

Please provide details of any pets:

Breed/Type: _____

Registration Number: _____

Breed/Type: _____

Registration Number: _____

Breed/Type: _____

Registration Number: _____

Do you own a Car/Motorbike:

Make & Model _____

Rego. Number: _____

Make & Model _____

Rego. Number: _____

Make & Model _____

Rego. Number: _____

I. TENANT PASSWORD

Under the terms of the Privacy Act, we are required to verify a person's identity before providing them with personal information. As many of our tenants contact us by telephone to request information relating to their tenancy, we will require you to provide a unique password before any information will be provided. Please list a unique password, which you will use when you need to obtain information from us regarding your tenancy (Minimum 4 digits)

OFFICE USE ONLY

<u>Identification</u>	<u>Points</u>	<u>Checked</u>
Rental Ledger/Last 4 Rental Receipts	50	
Drivers License	40	
Photo ID	30	
Passport	30	
Current Motor Vehicle Registration Papers	10	
Utility Bill (i.e. Phone, Electricity or Gas Acc) Showing Address	10	
Bank Statement Showing Address or Credit Card	10	
Copy of Birth Certificate	10	
Proof of Capacity to Pay Rent (i.e Proof of Income)	COMPULSORY	

Notes:

[illegible]