



real estate

Application for Residential Tenancy

158 Moray Street, New Farm, Qld, 4005

PH: 07) 3358 2800 FAX: 07) 3358 4351

PLEASE ENSURE YOU HAVE READ THE ENTIRE APPLICATION, UNDERSTAND ALL TERMS AND CONDITIONS & HAVE SUPPLIED ALL NECESSARY INFORMATION AND ID BEFORE APPLYING.

Property Address:

Personal Details:

Full Name:		
D.O.B.: / /	Male: <input type="checkbox"/> Female: <input type="checkbox"/>	Ph (M):
Number of Dependants:	Ages:	Ph (H):
Driver's Lic #:	Car Rego:	State Registered:
Passport #	County of Issue:	Email:

Address Details:

Current Address:	Rent: \$	pw
Period of Occupancy:	Current Lessor/Agent:	
Their Address:	Ph:	
Previous Address:	Rent: \$	pw
Period of Occupancy:	Previous Lessor/Agent:	
Their Address:	Ph:	

Personal Referees: (Not Relatives)

Name:	Ph (H):	
Address:	Ph (W):	
Relationship:	Known Since:	Ph (M):
Name:	Ph (H):	
Address:	Ph (W):	
Relationship:	Known Since:	Ph (M):

Employment Details: (No Details = No Approval) If unemployed, please provide copies of income statements.

Occupation:	Employer:	
Address:	Ph:	
Contact Person:	Ph:	
How Long:	Full Time / Part Time (Hrs per week)	Net Weekly Salary: \$
If less then 6 months with current employer – Previous Employer:		
Address:	Ph:	

If Self Employed:

Name of Business:	Industry:	
Address:	Ph:	
Accountants Name:	There Ph:	A.B.N.:
Accountants Address:	Net Weekly Salary: \$	
Business Referee – Company Name:		
Contact Name:	Position:	
Address:	Ph:	

Students: (Students must attach proof of income)

Name of Uni, Tafe or College:	Income: \$	pw
Course:	Date Finished:	Austudy: YES / NO
Parent/Guardian:	Student ID:	
Address:	Ph:	

Pets:

Pets: YES / NO	Type:	Registered: YES / NO
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Contact in case of emergency:

Name:	Relationship:	Ph (H):
Address:	Ph (W):	

Please list all people who will be living at the property, including children:

Name:	Relationship:	D.O.B.:	/	/
Name:	Relationship:	D.O.B.:	/	/
Name:	Relationship:	D.O.B.:	/	/
Name:	Relationship:	D.O.B.:	/	/

Are you interested in Buying or Selling Real Estate: YES / NO

Please tick if you do not wish our office to contact you regarding buying or selling of Real Estate:

Authority:

I, the applicant do solemnly and sincerely declare that the information supplied is true and correct and that I have supplied this information of my own free will.

I, the applicant declare the following:

1. I have inspected the above property & wish to take a tenancy in its current condition.
2. I wish to apply to rent the above property for a period of _____ months, commencing on ____ / ____ / ____.
3. I agree the weekly rent is \$_____ and that the rental bond is \$_____.
4. I agree that I am not bankrupt, I further declare that I am not paying off any previous rental debt.
5. I authorise the agent to access and check my details on the TICA DEFAULT TENANCY DATABASE.
6. I authorise the agent to contact any referee's or references supplied by me to confirm details supplied.
7. I agree to allow the agent to photocopy my 100PTS of ID for there records.
8. I understand that in the event this application is approved, the first two weeks rent is required with in 24 hours, in the form of a bank cheque or money order, and is not refundable.
9. I agree that all initial payments (first two weeks rent & bond) must be paid by bank cheque or money order.

CASH IS NOT ACCEPTED FOR ANY PAYMENTS

10. I agree that upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both the tenant and the landlord. I further agree that I will sign the tenancy agreement, and be bound by the terms and conditions of that agreement.
11. I agree no keys for the property will be provided until first two weeks rent & bond has been received in full.
12. I agree that I will abide by the policies of the agent that may be provided in relation to this tenancy.
13. I agree that should my application be unsuccessful, my application and all supporting documents will be destroyed after 30 days of notification being given.

PLEASE NOTE YOUR APPLICATION WILL NOT BE PROCESSED UNLESS ALL NECESSARY INFORMATION, CONTACT NUMBERS & IDENTIFICATION HAVE BEEN SUPPLIED AS PER CHECKLIST ON LAST PAGE.

Applicants Name: _____(Please print clearly)

Applicants Signature: _____ Date: ____ / ____ / ____.

Witness Signature: _____ Date: ____ / ____ / ____.



Direct Connect offers a wide range of services to help you move from your old property into your new home. There main goal is to connect you with your critical home moving services as quickly as possible with a minimum of fuss. There services include:

Electricity, Gas, Telephone, Internet, Pay TV, Insurance & Removalists.

Kuceli Real Estate can arrange for Direct Connect to contact you to arrange all, or any of the above services with one phone call. For any more information do not hesitate to ask.



TICA PRIVACY STATEMENT

This form provides information about how we the below named agent handle your personal information, as required by the National Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to TICA Default Tenancy Control Pty Ltd (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we can not process your application.

Member Name: Kuceli Real Estate
Address: 158 Moray Street New Farm
Ph: 07 3358 2800 Fax: 07 3358 4351
Email: office@kuceli.com.au

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

Primary Purpose

Before a tenancy accepted we collect your information to assess 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 we disclose your personal information to

- The Lessor / Owners for approval or rejection of your application
- TICA Default Tenancy Control Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application.
- Referees to validate information supplied in your application
- Other Real Estate Agents to assess the risk to our clients

Secondary Purpose

During and after the tenancy we may need to disclose your personal information to

- Tradespeople to contact you for repairs and maintenance of the property.
- Refer to Tribunals or Courts having jurisdiction seeking orders or remedies.
- Refer to Debt Collection Agencies where Tribunal / Court orders have been awarded.
- Refer to TICA Default Tenancy Control Pty Ltd to record details of your tenancy history.
- Refer to the Lessors / Owners insurer in the event of an insurance claim.
- To provide future rental references to other asset managers / owners.

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

TICA Statement

As TICA may collect personal information about you, the following information about TICA is provided in accordance with the National Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquiries and tenancy history. In accordance with the National 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 TICA Default Tenancy Control Pty Ltd proof of identity will be required and can be made by any of the following ways.

Phone: 190 222 0346 calls are charged at \$ 5.45 per minute including GST (higher from mobile or pay phone)
Mail: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$ 14.30 plus stamped self addressed envelope is required.

Primary Purpose

TICA collects information from its members on tenancy related matters and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. TICA does not provide any information that it collects to any other individual or organisation for any other purpose other than assessing a tenancy application or risk management system other than government departments and or agencies allowed by law to obtain information from TICA.

The personal information that TICA may hold is as follows;

Name, date of birth, drivers license number, proof of age card number and or passport number (except Australian), comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to.

Further Information About TICA

Full details about TICA can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting TICA on our Helpline 190 222 0346 calls charged at \$ 5.45 per minute including GST (higher from mobile and pay phones) If your personal information is not provided to TICA the member may not proceed with assessing your application and you may not be provided with the rental property.

Signed By the Applicant/s

Signature _____ Print Name _____.

Date ____ / ____ / ____ Witness By _____ Signature _____.



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APPLICANTS CHECK-LIST

To help us process your application as quickly as possible, please ensure that the following has been completed before handing in your application.

1. 100 pts of identification has been provided for photocopying. Please refer to the table below for how many points each item of ID is counted as.

Last Four Rent Receipts	50 points	YES / NO
Last Two payslips from your employer	30 Points	YES / NO
Passport	40 Points	YES / NO
Other Photo ID	30 Points	YES / NO
Drivers Licence	30 Points	YES / NO
Citizenship Certificate	30 Points	YES / NO
Written Reference From Previous Agent with Phone Number	20 Points	YES / NO
Copy Of Telephone, Electricity or Gas Accounts	10 Points	YES / NO
Copy Of Current Registration Papers	10 Points	YES / NO
Copy Of Birth Certificate	10 Points	YES / NO

2. Please ensure we have the contact number for your current Lessor or Agent so we can confirm your rental details.
3. If you are a student, please ensure we have a copy of your most recent Austudy statement, or if self funded, a copy of your bank statement.
4. If you are self employed, please ensure we have the contact details of your accountant so we can confirm your details & if possible a copy of your tax return or bank statements.
5. Please ensure we have the contact number of your Employer so we can confirm your employment & if possible the name of the best person to confirm your employment.
6. Please ensure you have filled in the back of the front page of the application, including when you would like to move into the property, how much per week you are willing to pay and your preference for a Six or Twelve month lease.
7. Please check that you have read and signed both the Privacy statements on the back of the front page and second page of the application.

Unless all of the above has been supplied with the application form, your application will not be processed.

- Please note that you are able to apply for more than one property, just make sure you clearly show which property is your first preference, second preference etc.
- If you are moving in with someone else, please note that **we can not begin processing your application** until we have completed applications from all applicants.
- Applications generally take 24-48 hours to process however delays are common. You will be contacted as soon as we have an answer from the owner of the property you have applied on.
- If faxing your application, please make sure to send all pages of the application and copies of all necessary ID.

Should you have any questions while filling out your application, please do not hesitate to call our office on Ph: 07 3358 2800.