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Tenancy Application Form

Please be advised, this application will only be accepted and processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.

100 POINT IDENTIFICATION CHECK - The following identification has been photocopied and is attached to this application

Item	<input type="checkbox"/>	Points	Initial		<input type="checkbox"/>	Points	Initial
Drivers Licence	<input type="checkbox"/>	40		Motel Vehicle Registration Certificate	<input type="checkbox"/>	20	
Passport	<input type="checkbox"/>	40		Bank Statement	<input type="checkbox"/>	20	
Other Photo ID	<input type="checkbox"/>	20		Telephone Account	<input type="checkbox"/>	20	
Current Wage Advice	<input type="checkbox"/>	30		Electricity Account	<input type="checkbox"/>	20	
Previous Tenancy Reference	<input type="checkbox"/>	20		Gas Account	<input type="checkbox"/>	20	
Previous 2 Rent Receipts	<input type="checkbox"/>	20					

PROPERTY DETAILS

Address of Property:

Lease commencement date: Lease Term: No. occupying the property:

How many children: Children ages No. of pets (breed):

Names of Other Applicants to occupy the premises:

PERSONAL DETAILS

Given Name(s): Surname:

Current Address:

Home Phone: Work Phone: Mobile: Fax:

Email: Date of Birth: Age:

Drivers Licence No: Drivers Licence State:

Passport No: Passport Country:

NEXT OF KIN

Given Name(s): Surname:

Relationship: Address:

Phone: Mobile: Email:

CURRENT TENANCY DETAILS

Length of time at current address:	Rent Paid:
Reason for leaving:	
Name of Landlord / Agent:	Phone: Fax:

PREVIOUS RENTAL HISTORY 1

Previous Address:	
Length of time at above address: From to	Rent Paid:
Name of Landlord / Agent:	Phone: Fax:

CURRENT EMPLOYMENT and/or FINANCIAL SUPPORT INFORMATION (must supply all contact details)

Occupation:	Current Employer:	
Employers Address:		
Contact Name (pay roll / manager):	Contact Number:	Fax Number:
Length of Employment: From	Net weekly income:	
Other (self funding, parental support):	Letter/Guarantor Letter Supplied: Y N	
Details:		
Centrelink :	Net Weekly income:	

SELF EMPLOYMENT DETAILS

Company Name:	Business Type:
Business Address:	
Position Held:	ABN:
Accountant Name:	Phone:
*Please supply letter from accountant: Supplied Y N	Net Income: From
*Please supply business bank statement: Supplied Y N	

STUDENT INFORMATION

Place of Study:	Course Name:
Course Length:	Campus Contact:
Course Co-ordinator:	Contact Number:

REFEREES

Business referee (1):	Relationship:
Phone:	Mobile:
Personal referee (1):	Relationship:
Phone:	Mobile:

Please answer the following:

Have any of your previous tenancies been terminated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you in debt to another lessor or Agent?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is there an existing reason that may affect your rent payment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide details:

PRIVACY STATEMENT

PRIVACY DISCLOSURE STATEMENT OF GORDON FRASER PROPERTIES

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employer 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 the landlord's 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 (see contact details above). If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

PRIVACY CONSENT

I the Applicant acknowledge that I have read the Privacy Notice of Gordon Fraser Properties. I authorise Gordon Fraser Properties to collect information about me from:

1. My Previous letting agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I also authorize Gordon Fraser Properties to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

I authorize Gordon Fraser Properties to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, body corporates, other agents and tenancy default databases.

If box in Section F is not ticked, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Tenant Name

Signature

Date

Application Subject to Consent

Processing of this application will not commence unless all sections have been completed and relevant documentation provided at the time of submission of the application to the agency.

DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent at rent of \$.....per week for a period of.....months commencing/...../.....

I acknowledge that this application is subject to the approval of the Investor. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition and cleanliness of the property.

Tenant Name

Signature

Date

OFFICE USE ONLY – RECEIVED DATE : _____

Property Manager Name

Signature

Date