

RESIDENTIAL TENANCY APPLICATION

PROPERTY APPLIED FOR: _____

NAMES OF APPLICANTS: _____

In order to process this application, all questions must be answered fully. The completion of this application is not an acceptance. Failure to fully complete this application may result in the application not being processed.

I/ We the said applicants/s declare that all the information contained in this application is true and correct, and that the information is provided of my/ our own free will. I/We further authorise the agent to contact any of the referees or reference supplied by me/us in this application for verification of the details provided.

I/We declare the following:-

1. I/We inspected the above property on the _____.
2. I/We wish to apply to rent the above property for a period of _____ months commencing on _____.
3. I/We agree that the rent is \$_____ per week and that the rental bond is equal to four times the rent for unfurnished premises and six times the rent for furnished premises.
4. I/We the applicant/s declare that I/we are not bankrupt and that I/we have not entered into any scheme of arrangement for payment of monies to any creditors. I/we further declare that I/we am/are not paying of any previous rental debt.
5. I/we authorise the agent to access and check any information that may be listed on me/us on the TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available.
6. I/we agree and understand that in the event of this application being rejected there is no requirement at law for the agent to disclose to me/us any reason for such rejection. I/we also agree that I/we will not raise any objection for not being provided a reason for any rejection of this application.
7. I/we agree and understand that in the event of this application being approved by the agent, the agent may report any defaults that may occur from time to time in the tenancy with TICA DEFAULT TENANT DATABASE and any other tenancy dataset which may be available. I/we understand that in the event of a default being reported to TICA DEFAULT TENANCY DATABASE or any other tenancy database, the removal of such information is subject to the guidelines of the database companies.
8. I/we agree and understand that in the event of this application being approved all initial monies will be paid to the agent by CASH or BANK CHEQUE.
9. I/we agree that no keys for the property will be provided by the agent to me/us until such time as all monies owed are paid in full in accordance with clause 8 above.
10. I/we agree that I/we will abide by the policies of the agent as may be provided to me/us in relation to this tenancy.
11. I/we agree to allow the agent to photocopy the information supplied by me/us for their records.
12. I/we agree that upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both the landlord and the tenant. I/we further agree that I/we will sign the Tenancy Agreement, and be bound by the terms and conditions of the Tenancy Agreement.

DATE: _____

APPLICANT/S SIGNATURE/S

OFFICE USE ONLY

Rent x 2	
Bond	
Lease fee	
Total	
Deposit 1 week rent	
Lease commence date	
Lease sign date/ name	

RESIDENTIAL TENANCY APPLICATION

DOWLING

COMMERCIAL

PERSONAL REFERENCES

NAME: _____ RELATIONSHIP: _____ PHONE: _____

NAME: _____ RELATIONSHIP: _____ PHONE: _____

PERSON/RELATIVE TO CONTACT IN EMERGENCY

NAME: _____ RELATIONSHIP: _____ PHONE: _____

NAME: _____ RELATIONSHIP: _____ PHONE: _____

If self employed, evidence will be required such as Tax or Annual Returns, please advise details:-

COMPANY OR BUSINESS NAME: _____

ADDRESS: _____

LESSOR/AGENT: _____

ACN OR BUSINESS REGISTRATION NUMBER: _____ DATE FORMED: _____

ACCOUNTANT: _____ CONTACT: _____

The following questions must be answered:-

- | | | |
|----|--|--------|
| 1. | Has your tenancy ever been terminated by a landlord or agent
If yes, give details _____ | Yes/No |
| 2. | Have you ever been refused a property by any landlord or agent
If yes, give details _____ | Yes/No |
| 3. | Are you in debt to another landlord or agent
If yes, give details _____ | Yes/No |
| 4. | Have any deductions ever been made from your rental bond
If yes, give details _____ | Yes/No |
| 5. | Is there any reason known to you that will affect your future rental payments
If yes, give details _____ | Yes/No |
| 6. | I acknowledge that the landlord and landlord's agent will rely on the truth of the above answers in assessing the application for tenancy. | |

Applicant/s Signature/s

OFFICE NOTES

SUITE 1, 86—88 TUDOR STREET, (PO BOX 635) HAMILTON NSW 2303

P: 02 49698000 F: 02 49698999 E: admin@dowlingcommercial.com.au

W: www.dowlingcommercial.com.au ABN: 61 116 584 095

100 POINT IDENTIFICATION

Prior to any Tenancy Application being considered, each applicant is required to produce sufficient identification which totals 100 points. Should you have difficulties in providing this identification please advise us prior to completion.

DRIVERS LICENCE	30 POINTS*	TELEPHONE ACCOUNT	15 POINTS
PASSPORT	30 POINTS*	ELECTRICITY ACCOUNT	15 POINTS
PROOF OF AGE CARD	30 POINTS*	GAS ACCOUNT	15 POINTS
TENANCY HISTORY LEDGER	20 POINTS	BANK/CREDIT CARD STMNT	15 POINTS
PREVIOUS TENANCY FORM	20 POINTS	PENSION CARD	15 POINTS
PREVIOUS FOUR RENT RCPTS	20 POINTS	COUNCIL OR WATER RATES	15 POINTS
RENTAL BOND RECEIPT	20 POINTS	HEALTH CARE CARD	15 POINTS
PAY ADVICE	15 POINTS	MEDICARE CARD	10 POINTS
MOTOR VEHICLE REGISTRATION	15 POINTS	BIRTH CERTIFICATE	10 POINTS

*NOTE: Must have at least one of the items listed with * next to the points*

PRIVACY ACT ACKNOWLEDGMENT FORM FOR TENANT APPLICANTS & APPROVED OCCUPANTS

This form provides information about how we - Dowling Commercial of Suite 1/ 86-88 Tudor St Hamilton 2303, PH: 4969 8000 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.

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 is 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:-

- Trades people 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 Lessor/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 are unable to process your application for the property.

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DOWLING

COMMERCIAL

PERSONAL DETAILS

APPLICANTS NAME

SURNAME: _____ GIVEN NAMES: _____

DOB: _____ DRIVERS LIC NO: _____ PASSPORT NO: _____

APPLICANTS CONTACT NUMBERS

(H) _____ (W) _____ (MOB) _____

NUMBER OF APPLICANTS

ADULTS: _____ CHILDREN: _____ AGES: _____

OCCUPATION (CURRENT EMPLOYER)

OCCUPATION: _____ EMPLOYER: _____

ADDRESS: _____

PHONE: _____ CONTACT: _____

PERIOD OF EMPLOYMENT: _____ INCOME: _____

OTHER INCOME

ADDITIONAL INCOME OR BENEFITS RECEIVED: _____ INCOME: _____

PETS

PETS OWNED: _____ BREED: _____ REGISTERED: Yes/No

VEHICLE

TYPE: _____ REGISTRATION NUMBER: _____ OWNED/ FINANCED

PRESENT ADDRESS:

AGENT/LANDLORD: _____

PHONE: _____ CONTACT: _____ BOND \$ _____

PERIOD OF OCCUPANCY: _____ RENT PAID \$ _____ Per Week

REASON FOR LEAVING: _____

OTHER AGENCY REFERENCES:

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