



| Reservation Fee | |
|-------------------------------|--|
| Amount paid \$ | |
| Date paid | |
| Date lease to be signed | |

Vanessa White Real Estate Pty Limited
 ABN 80 099 951 792 trading as
Vanessa White Real Estate
 P.O. Box 387 Southgate sylvania NSW 2224
 256 Princes Highway, Sylvania NSW 2224
 Phone (02) 9544-7455 fax (02) 9544-7489
 Email enquiries@vanessawhite.com.au
 Website: www.vanessawhite.com.au

Application for Residential Tenancy

PROPERTY DETAILS

| | | | |
|------------------------------|--|------------|-------------|
| Property Address Applied for | | | |
| Lease Commencement Date | | Lease Term | Weekly Rent |
| Marital Status | How many people will occupy the property | ADULTS | |
| CHILDREN | AGES OF CHILDREN | | |

PERSONAL DETAILS

| | | | |
|-------------------------------------|-----------------------------|--------|--|
| FULL NAME | | | |
| CURRENT ADDRESS | | | |
| Current Agent / Landlord | Agent / Landlord Address | | |
| Agent / Landlord Phone Number | How long at current address | | |
| Why are you leaving current address | Weekly Rent | | |
| Your Home Phone No | Your Work Phone No | Mobile | |
| Email | Date of Birth | | |
| Drivers License No | State | | |
| Car Registration | State | | |
| Passport Number | Country | | |
| Pension Number | Pension type | | |
| What was your previous address | How long at this address | | |
| Previous Agent / Landlord | Agent / Landlord Address | | |
| Agent / Landlord Phone Number | Weekly Rent | | |
| WAS BOND RE-FUNDED IN FULL? | IF NOT, WHY NOT? | | |
| Name of Bank | Address | | |
| B.S.B. Bank Account No | Phone No | | |

PERSONAL REFERENCES (not related to you)

| | | |
|--------------|---------------|--|
| 1. Name | Relationship | |
| Address | | |
| Phone Number | Mobile / Work | |
| 2. Name | Relationship | |
| Address | | |
| Phone Number | Mobile / Work | |

EMPLOYMENT HISTORY (current & previous)

| | | |
|--------------------------|----------------|--|
| What is your occupation? | Employers Name | |
| Employers Address | | |
| Contact Name | Phone Number | |

| | | | |
|--------------------------------------|--|------------------------------|--|
| Current Length of Employment | | Current Net Income | |
| Previous Occupation | | Previous Employers | |
| Previous length of employment | | Previous Net Income | |
| Previous Contact Name | | Previous Phone Number | |

SELF EMPLOYED

| | | | |
|-----------------------|---------------------|-------|--|
| Name of Business | | ABN | |
| Business Address | | | |
| Business Phone Number | Business Fax Number | Email | |

CONTACT REFERENCES (relatives not living with you)

| | | | |
|----------------------------------|-------------|--------------|--|
| 1. Emergency Contact Name | | Relationship | |
| Address | | | |
| Phone | Mobile/Work | | |
| 2. Emergency Contact Name | | Relationship | |
| Address | | | |
| Phone | Mobile/Work | | |

PLEASE PROVIDE DETAILS OF ANY PETS

| | | | |
|---------------------|--|-------------------------|--|
| Breed / type | | No Council Registration | |
| Breed / Type | | Council registration | |

NOTICE TO ALL TENANCY APPLICANTS

Before any application will be considered, each applicant must achieve a minimum of 100 points

| DOCUMENTATION REQUIRED | Number of points | VERIFICATION / PHOTOSTAT COPIES | TOTAL |
|---|-------------------------|--|---------------------|
| COMPULSARY to supply Your current Rent Ledger and/or Last 4 Rent Receipts | 50 points | | |
| Drivers Licence – COMPULSARY to supply | 40 points | | |
| Passport | 30 points | | |
| Photo ID | 30 points | | |
| Current Motor Vehicle Registration | 20 points | | |
| 2 references from previous Landlords | 20 points | | |
| Copy of Phone or Energy Account | 20 points | | |
| Copy of Birth Certificate | 20 points | | |
| SHOULD YOU NOT BE ABLE TO MEET THE 100 CHECK POINTS, PLEASE SPEAK TO YOUR PROPERTY MANAGER | | | TOTAL POINTS |

PLEASE ANSWER THE FOLLOWING QUESTIONS

YES

NO

| | | |
|---|--|--|
| Have you ever been evicted by any landlord or agent? | | |
| Have you ever been refused another property? | | |
| Are you in debt to another landlord or agent? | | |
| Is there any reason, which would effect your rent payment? | | |

DECLARATION / AUTHORITY

I THE SAID APPLICANT, DO SOLEMNLY AND SINCERELY DECLARE THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT AND THAT ALL OF THE INFORMATION WAS GIVEN OF MY OWN FREE WILL. I FURTHER AUTHORISE THE MANAGING AGENT OR THEIR REPRESENTATIVE TO CONTACT AND OR CONDUCT ANY INQUIRIES AND OR SEARCHES WITH REGARD TO THE INFORMATION AND REFERENCES SUPPLIED IN THIS APPLICATION.

I AUTHORISE THE AGENT TO OBTAIN PERSONAL INFORMATION FROM:

- a. The owner or the agent of my current or previous address
- b. My personal referees and employers
- c. Any record, listing or database of defaults by tenants

If I default under a rental agreement, the agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I THE SAID APPLICANT DOES SOLEMNLY AND SINCERELY DECLARE THAT I AM OVER 18 YEARS OF AGE AND ELIGIBLE TO ENTER INTO THIS AGREEMENT.

I THE SAID APPLICANT DO SOLEMNLY AND SINCERELY DECLARE:-

1. I have inspected the property listed on this application form and am not bankrupt. I declare that the rental is within my means of support
2. I have been informed, understand and agree that the rental for the property is to be paid every week and is to be 2 weeks in advance at all times.
3. I undertake to pay the said bond on or before signing the tenancy agreement. I further authorise the managing agent to attend to all details regarding the lodgement of the rental bond with the Residential Tenancy Authority
4. I have been informed, understand and agree that should the full amount of the bond not be paid prior to signing the residential tenancy agreement I authorise the managing agent to apply all or part of the subsequent rental payments to be apportioned to finalising of the rental bond for the aforesaid property.
5. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the application for tenancy submitted by me.
6. I have been informed, understand and agree that should there be a requirement to commence proceedings for recovery of rent, repairs and or damages to the property during the term or the expiration of the tenancy agreement all costs associated with these proceedings shall be able to be recovered from me.
7. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.
8. I have been informed, understand and agree that upon acceptance of my application to pay the equivalent of 1 weeks rent reservation fee.
9. I have been informed, understanding and agree as to RESERVATION FEE the the Landlord's agents undertakes:-
 - a. The premises will not be let pending the agreement of a residential tenancy agreement
 - b. The reservation fee will be refunded if the landlord does not decide to enter into a residential tenancy agreement for the premises
 - c. If the applicant decides not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupying, the landlord may retain the portion of the fee representing the rent that would have been paid during that time based upon the proposed rent, but must refund the remainder
 - d. If a residential tenancy agreement is entered into, the reservation fee is to be contributed towards rent for the premises.
10. I have been informed, understand and agree that the Agent will use and disclose my personal information in order to
 - a. Communicate with the owner and select a tenant
 - b. prepare lease/tenancy documents
 - c. allow organisations/tradespeople to contact me
 - d. lodge/claim/transfer to/from the Residential Tenancies bond Authority
 - e. refer to Tribunals/courts & Statutory Authorities (where applicable)
 - f. refer to collection agents/lawyers (where applicable)
11. I have been informed, understand and agree that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details of this application

PRIVACY ACT ACKNOWLEDGEMENT

In accordance with Section 18n(1)(b) of the Privacy Act I authorise you to give information to and obtain information from all credit providers and references named in this application. I understand this can include information about my credit worthiness, credit standing, credit history or credit capacity. I understand this information may be used to assess my application

Signature of the applicant

Date

| | |
|---------------------------|--|
| X..... Full Name | |
|---------------------------|--|

Signature of the witness

Date

| | |
|---------------------------|--|
| X..... Full Name | |
|---------------------------|--|

| | |
|-----------------------------|----|
| Rent in advance | \$ |
| Rental Bond | \$ |
| Lease Preparation | \$ |
| Sub Total | \$ |
| Less Reservation Fee | \$ |
| BALANCE | |

PAYABLE BY BANK CHEQUE OR
MONEY ORDER ONLY

Privacy Act Acknowledgement Form for Tenant Applicants & Approved Occupants

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

Agency Name: **VANESSA WHITE REAL ESTATE PTY LIMITED**
(Herein referred to as the "Agent")
Address: **256 PRINCES HIGHWAY, SYLVANIA NSW 2224**
PO BOX 387, SOUTHGATE SYLVANIA NSW 2224
Phone: 9544-7455 Fax:9544-7489 Email: enquiries@vanessawhite.com.au

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

Primary Purpose

Before a tenancy is accepted the Agent collects your personal information for the primary purpose of assessing 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 the Agent may disclose your personal information to all or any of the following:

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

The Agent may also take into account any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related person to contact or locate you.

Secondary Purpose

The Agent also has a number of secondary purposes for collecting your information. These purposes are related to your tenancy and as such, will only become applicable if your application for this property is successful.

During and after the tenancy the Agent may disclose your personal information to

- Tradespeople to contact you for repairs and maintenance of the property.
- Tribunals or Courts having jurisdiction seeking orders or remedies.
- Debt Collection Agencies, Credit Providers and related persons to permit them to contact or locate you.
- TICA Default Tenancy Control Pty Ltd to record details of your tenancy history.
- Lessors / Owners insurer in the event of an insurance claim.
- Future rental references to other asset managers / owners.

In the event of a successful tenancy application the applicant's personal information maybe recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future tenancy applications you make. Information regarding our data deletion practices can be advised should you wish. The TICA Virtual Manager program will monitor your tenancy applications as part of our Risk Management procedures to protect our landlord's exposure. The monitoring of your tenancy applications is not a listing on the TICA Tenancy History database. This information is information that would be available to the Agent on a truthfully completed tenancy application form.

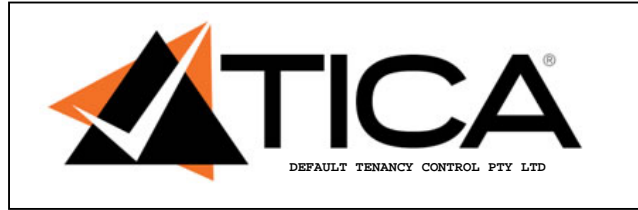
If you fail to provide your personal information and do not consent to the uses set out above the Agent cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently the Agent cannot provide you with the property you requested to rent.

Signed by the Applicant/s

Name: _____ Signature: _____

Name: _____ Signature: _____

Date: _____



TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian 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 enquiries and tenancy history. If a member chooses to run a check through the TICA System for risk management purposes, this may result in information being disclosed on your previous rental history; also your current and future managing agent/landlord being advised of your applications.

TICA Assist Pty Ltd (ABN 28137 488 503) is a database Agent that records information from Debt Collection Agencies, Mercantile Agents, Credit Providers, associated industries and related persons.

In accordance with the Australian 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 the TICA Group 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 \$19.80
Online: My TICA File provides instant access via the internet for 12 months a \$44.00 subscription fee applies.

All pricing includes GST.

Primary Purpose

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

The personal information that the TICA Group may hold is as follows

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

Further Information about TICA

Full details about TICA's Privacy Policies and its deletion timeframe policies can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting The TICA Group on our Helpline 190 222 0346 calls charged at \$ 5.45 per minute including GST (higher from mobile and pay phones)

If the applicant/s personal information is not provided to The TICA Group the member may not proceed with assessing the application and the applicant/s may not be provided with the rental property.

Fast, Simple, Free!



VANESSA WHITE REAL ESTATE
256 Princes Highway, Sylvania NSW 2224
Tel: (02) 9544 7455 Fax: (02) 9544 7489
enquiries@vanessawhite.com.au
www.vanessawhite.com.au

WHO ARE WE?



www.myconnect.com.au
enquiry@myconnect.com.au

FX: 1300 854 479
PH: 1300 854 478

MyConnect is an easy to use, free service for tenants connecting your Electricity, Gas, Telephone, Internet and Pay TV. We work with a wide range of service providers so we can help you find the best option to suit your needs.

- Receive great rates and substantial savings on bonds and connection fees
- Choose no minimum term agreements so you're not locked in
- Don't spend hours doing it yourself - let us connect you in one quick phone call!

CONNECTION DETAILS

FULL NAME _____

HOME PHONE _____ MOBILE PHONE _____

NEW PROPERTY ADDRESS _____

MOVE IN DATE _____ CONNECTION DATE _____

Please tick the utilities required

ELECTRICITY GAS TELEPHONE INTERNET PAY TV

The Main Electricity switch must be in the 'OFF' position between 7 am and 6 pm on the day of connection. Completion of this form does not guarantee utility connection. MyConnect MUST contact you prior to connection.

DECLARATION

By signing this application, I consent:

consent to the disclosure of information on this form to myconnect ABN 34 121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent; acknowledge the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities.

Signature _____ dated _____

