



Rental Application Form

Thank you for choosing Right Choice Real Estate. Please complete this application thoroughly so we can process your application as quickly as possible, failure to complete sections may result in delays or the application not being processed. Ensure that all applicants have signed the privacy statement on the bottom of page 3:

PLEASE NOTE THE FOLLOWING IMPORTANT POINTS, ALL TENANTS MUST PROVIDE THE FOLLOWING ITEMS:

- Copy of tenant ledger (payment record from current landlord or agent)
- Drivers licence or Photo ID
- Copies of two current pay docketts
- Copies of current Centrelink entitlements/statements (if applicable)
- Copies of land rates and mortgage payments (if applicable)
- Current bank statements

Property applying for -

Lease preferences:

If renting, do you have to give notice to current agent? Yes No

Length of tenancy: _____ YEARS _____ MONTHS Rent per week: \$ _____ Commencement date: _____

Occupancy details:

Do you smoke? Yes No If yes, do you smoke: Inside Outside

Will you be applying for assistance from Department of Housing: Yes No

Pets: Yes No Type/Breed: _____

Inside Outside Age: _____

Applicant details:

Applicant details:

APPLICANT ONE:

APPLICANT TWO:

Name: _____

Name: _____

Email: _____

Email: _____

Address: _____

Address: _____

Phone (H): _____

Phone (H): _____

Phone (W): _____

Phone (W): _____

Mobile: _____

Mobile: _____

Date of birth: / /

Date of birth: / /

Drivers licence: _____

Drivers licence: _____



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Current Residential Details

APPLICANT ONE:

Current address: _____

Landlord/Agent's name: _____
Landlord/Agent's phone (day): _____
Repayments per week: \$ _____
Length of tenancy: _____
Reason for leaving: _____

APPLICANT TWO:

Current address: _____

Landlord/Agent's name: _____
Landlord/Agent's phone (day): _____
Repayments per week: \$ _____
Length of tenancy: _____
Reason for leaving: _____

Previous Residential Details

Previous address: _____

Landlord/Agent's name: _____
Landlord/Agent's phone (day): _____
Repayments per week: \$ _____
Length of tenancy: _____

Previous address: _____

Landlord/Agent's name: _____
Landlord/Agent's phone (day): _____
Repayments per week: \$ _____
Length of tenancy: _____

Current Employment

Employer (Company): _____
Contact name (Manager): _____
Your position: _____
Net income per week: \$ _____
Length of employment: _____
Employment type: Full Time Part Time

Employer (Company): _____
Contact name (Manager): _____
Your position: _____
Net income per week: \$ _____
Length of employment: _____
Employment type: Full Time Part Time

Previous Employment

Employer (Company): _____
Contact name (Manager): _____
Your position: _____
Net income per week: \$ _____
Length of employment: _____
Employment type: Full Time Part Time

Employer (Company): _____
Contact name (Manager): _____
Your position: _____
Net income per week: \$ _____
Length of employment: _____
Employment type: Full Time Part Time

Emergency Contact not residing with you (next of kin)

Relationship: _____
Address: _____
Suburb: _____
Phone (day): _____
Phone (night): _____

Relationship: _____
Address: _____
Suburb: _____
Phone (day): _____
Phone (night): _____



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Statement of costs and rental payment methods

Right Choice Real Estate provides the following different ways for conveniently paying your rent and water usage. If your application is successful, you will be required to pay rent by one of the following methods. Paying your rent has never been made easier we offer our tenants the flexibility to choose which way they would like to pay their weekly rent.

1. Online Rental Payment

A Rental Card is supplied to all tenants upon signing their lease agreement. This card allows you to pay by BPAY using your own banks internet banking facility. Or you can pay by Credit Card using the PayWay payment method 24 hours a day, 7 days a week from our website at www.rcrc.com.au/payrent

2. Direct Debit

Direct debit is a direct bill-paying service offered to our tenants from the nominated bank, credit union or building society account. This is the most convenient way to pay your rent on time every time this can be set up prior to your lease commencing by simply filling out a direct debit form.

3. Centrelink Centrepay

What is Centrepay?

Centrepay is a direct bill-paying service offered to tenants receiving payments from Centrelink. Through Centrepay you can choose to pay your rent by having a regular amount deducted from your Centrelink payment. This is an Annual fee of \$52.00 and this must be paid before this service can be organised.

Why use Centrepay?

Centrepay is a bill paying service, which is easy to use. It is convenient as you can start, Centrepay deductions at any time to suit your own personal circumstances customers who choose to use Centrepay also benefit from knowing that their rental payments are under control, making it easier for you to budget.

Privacy ACT and TICA acknowledgement for tenants

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgment. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principles of Privacy Act to be made aware of that an organisation may access a database. In addition a tenancy application is entitled to know what will happen to their information when it is passed onto an agent. In accordance with the National Privacy Principles the database member discloses that in addition to information onto TICA Default Tenancy Control Pty Ltd. I further give my information to be provided to any other tenancy database for an assessment of my tenancy application. I further give consent to the member of the Database Company to contact any of my referees provided by me in the tenancy application. I agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database my information may be recorded as making an inquiry. I agree that in the event of a default occurring under a tenancy agreement I give my permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its members access to information accumulated from members about tenants who have breached their tenancy agreements. I agree and understand that should I fail to provide the database member with the information and acknowledgments required the database member may elect not to proceed with my/our tenancy application. I agree and understand that a listing with TICA Default Tenancy Control Pty Ltd could have an adverse affect on my ability to obtain future rental accommodation. I acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 190 222 0346. I agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at \$5.45 per minute inclusive of GST.

Confirmation

I confirm the following:

1. During my inspection of this property I found it to be in a reasonably clean condition. Yes No
2. If "No" I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the Owner's approval.

3. I acknowledge that this is an application to rent this property and that my application is subject to the Owner's approval.
4. I consent to the information provided in this application being verified and a reference check on TICA being undertaken.
5. That should the Landlord accept this application a holding deposit equivalent to one weeks rent will be paid by the applicant towards the initial rent of the premises.
6. That should the applicant decide not to proceed, the whole amount of holding deposit will be **forfeited**.
7. The Holding Deposit will be banked into a Trust Account and receipted as a rent payment upon signing the Tenancy Agreement.

By signing this application, I agree to all the terms & conditions within this document and the Privacy Conditions and Disclosure Statements.



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Privacy Statement

The personal information you provide in this application or collected by us from other sources is necessary for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of your tenancy, if your application is successful, may be disclosed for the purpose for which it was collected to other parties including the Landlord/Owner, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the Landlord/Owner. If you enter into a Residential Tenancy your tenancy may also be disclosed to the Landlord/Owner, third party operations of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your Property Manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is not provided by you, we may not be able to process your application and manage your tenancy.

Application

I apply for approval to rent the premises referred to in this application I acknowledge that my application will be referred to the Owner of the property for their approval and if the application is approved, a Residential Tenancy Agreement for the premises will be prepared.

I declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the premises and wish to apply for tenancy of the premises for a period of _____ months, at a rental of \$ _____ per week.

I undertake to pay the monies detailed below by bank, cheque or Payway Card/Direct deposit. The amount is to be paid to Right Choice Real Estate upon signing the Residential Tenancy Agreement. For security and insurance reasons, Right Choice Real Estate have a cash free policy.

Signed by the applicant

Print name (Applicant One): _____

Print name (Applicant Two): _____

Applicant One signature: _____

Date: / / _____

Applicant Two signature: _____

Date: / / _____

(If more than one applicant, "I" means "We" in this form). "I have read and I understand the above information".

Initial lease costs

Rental Bond: (4 week's rent) \$ _____

Rent: (2 week's rent) \$ _____

Total: \$ _____

How did you find out about this property

- Rental List
- Sign
- Internet
- Other