



GREG PAYNE
REAL ESTATE

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Residential Application Form

PROPERTY DETAILS

Premises you would like to rent?

Lease commencement date? Lease term.....

How many tenants will occupy the property?AdultsChildren/Ages.....

Rent \$.....

PERSONAL DETAILS

Full Name:.....

Current address.....

Telephone h).....w).....m).....

Email.....

Passport Number.....

Date of Birth..... Drivers license Number.....

APPLICATION HISTORY

How long have lived at your current address?

Why are you leaving this address.....

Landlord/Agents details of this property (if applicable)

Name of landlord/Agent

Landlord/agents phone no. Weekly rent paid \$.....

What was your previous residential address?

.....

How long did you live at this property?

Landlord/agents details of this property (if applicable)

Name of landlord/Agent

Landlord/agents phone no. Weekly rent paid \$.....

Was the bond refunded in full? Yes / No If no why not?

Have you ever been included in an application to the Residential Tenancies Tribunal?

Yes / No. If yes give details.....

EMPLOYMENT HISTORY

Occupation.....

What is the nature of your employment (FULL TIME/PART TIME/CASUAL)

Employer's name.....

Employer's address.....

Contact.....Telephone.....

Length of employment..... Net Income \$.....

Please provide your previous employment details

Occupation.....

Employers name.....

Length of employment..... Net Income \$.....

CONTACTS / REFERENCES (Please provide a contact in case or emergency eg: next of kin. Not living with you)

Full name..... Relationship to you.....

Address.....

Phone..... w..... m.....

Please provide 2 personal references (Not related to you)

1.
Full name..... Relationship to you.....

Phone..... w..... m.....

2.
Full name..... Relationship to you.....

Phone..... w..... m.....

OTHER INFORMATION

Car registration

Please provide details of any pets Breed/Type.....

Are you a smoker?.....

Privacy disclosure statement for Kogarah Investments Pty Ltd trading as Greg Payne Real Estate ABN 19 142 272 295

We are an independently owned and operated business. We are bound by the national privacy principals. We collect personal information about you in this form to assess your application for residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current employer and your referees. We will also check whether any details of tenancy defaults by you are held on a tenancy default database. Your consent to us collecting this information is set out below.

We may disclose personal information to the owner of the property to which this application relates. If this application is successful, then they may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the landlords insurers. We may also send personal information 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. If you do not complete this form or do not consent below, your application for residential tenancy may not be considered or may be rejected.

A holding deposit equivalent to one weeks rent will be required to reserve the property in your favour if your application is approved. Should you elect to withdraw your application after it has been accepted, all or part of the deposit may be forfeited to the landlord. Please note that government regulations require a receipt be issued for all monies collected. Any refund will be in the form of a Trust Account cheque or bank transfer. It is illegal for these cheques to be made out to cash.

Authorisation.

I, the applicant acknowledge that I have read the privacy notice of Kogarah Investment Pty Ltd trading as Greg Payne Real Estate and authorise the collection of information about me from previous letting agents and/or landlords, personal referees and any tenancy default database. I authorise Greg Payne real Estate to disclose the personal information collected about me to the owner of the property, even if the owner is resident outside Australia.

Signed (applicant)..... Date.....

IMPORTANT NOTICE TO ALL RESIDENTIAL TENANCY APPLICANTS

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

LAST 4 RENT RECEIPTS	# 50 POINTS
DRIVERS LICENCE	# 40 POINTS
PHOTO ID	# 30 POINTS
PASSPORT	# 30 POINTS
CURRENT VEHICLE. REGISTRATION PAPERS	# 10 POINTS
MIN. 2 REF FROM PREVIOUS L/L/AGENT	# 20 POINTS
COPY OF PREVIOUS TELSTRA A/C, ELECTRICITY A/C, GAS A/C, BANK STATEMENT	# 10 POINTS
COPY OF BIRTH CERTIFICATE	# 10 POINTS

Before this Application will be processed, we require all applicants to submit the following documents:

- All Applications must provide 100 ID check points
- Two (2) Recent Bank Statements
- Two (2) Recent Pay Slips

