

RESIDENTIAL TENANCY APPLICATION

Little Bird

PROPERTIES



PROPERTY ADDRESS: _____

Weekly Rental \$ _____ Lease Commencement Date: ____ / ____ / ____ Preferred Lease Term: _____

APPLICANT NAME IN FULL: Mr/Mrs/Miss/Ms _____

Date of birth: _____ Driver's Licence/Passport No: _____ State/Country of Issue: _____ Expiry Date: _____

Mobile No: _____ Phone (B/H): _____ Email: _____

Vehicle Rego: _____ Type of Vehicle: _____

No. of occupants who will reside at the property — Adults: _____ Children: _____ Age of Children: _____

No. of pets: _____ Type/Breed: _____

CURRENT ADDRESS: _____

Period of Occupancy: _____ Weekly Rent Paid: \$ _____

Current agent/Landlord: _____ Contact Name: _____ Phone No: _____

Reason for leaving: _____

PREVIOUS ADDRESS: _____

Period of Occupancy: _____ Weekly Rent Paid: \$ _____

Current agent/Landlord: _____ Contact Name: _____ Phone No: _____

Reason for leaving: _____

CURRENT EMPLOYER: _____

Position/Job Title: _____ Income: \$ _____

Address: _____

Period of employment: _____ Contact Name: _____ Phone No: _____

Additional: \$ _____ Type of Income/Benefit: _____

PREVIOUS EMPLOYER: _____

Position/Job Title: _____ Income: \$ _____

Address: _____

Period of employment: _____ Contact Name: _____ Phone No: _____

BUSINESS NAME IF SELF EMPLOYED: _____

Business Address: _____

Accountant: _____ Contact Name: _____ Phone No: _____

PERSON TO CONTACT IN CASE OF AN EMERGENCY: _____

Phone No: _____ Email: _____

Address: _____

Has your tenancy ever been terminated by a landlord or agent? YES ☐ NO ☐

Have you ever been refused a property by any landlord or agent? YES ☐ NO ☐

Are you in debt to another landlord or agent? YES ☐ NO ☐

Have any deductions ever been made from your rental bond? YES ☐ NO ☐

Is there any reason known to you that would affect your future rental payments? YES ☐ NO ☐

If you have answered 'YES' to any of the above questions, please provide details:



IMPORTANT INFORMATION

APPLICANTS PLEASE NOTE

- This application must be completed in full by each applicant 18 years and over and relevant documentation must be submitted for each applicant before your application can be processed.
- FOUR (4) WEEKS RENT AS BOND – Direct Transfer OR Bank Cheque ONLY. If the agent approves a Bank Cheque, it is to be made payable to Little Bird Properties
- Rental Payments are calculated CALENDAR MONTHLY IN ADVANCE due on the 15th of each month
- 100 points of ID must be submitted with each application (see below)



WE REQUIRE 100 POINTS OF IDENTIFICATION WITH EACH APPLICATION

Prior to any tenancy application being considered, each applicant is required to submit copies of sufficient identification which totals 100 points. Should you have difficulties in providing this identification, please advise us prior to completing. PLEASE NOTE: you must include at least one of the items marked with an arrow.

• DRIVER'S LICENCE / PASSPORT	50 points
• MOTOR VEHICLE REGO	30 points
• PROOF OF AGE CARD	50 points
• BANK OR CREDIT CARD STATEMENTS	40 points (each)
• PREVIOUS 4 RENT RECEIPTS	30 points
• UTILITIES ACCOUNT/BILL Eg: Gas / Elec/ Phone	30 points (each)
• TENANCY HISTORY LEDGER	40 points
• PENSION OR HEALTH CARE CARD	50 points (each)
• PREVIOUS TENANCY AGREEMENT	30 points
• COUNCIL / WATER RATES	30 points
• RENTAL BOND RECEIPT	30 points
• BIRTH CERTIFICATE	30 points

PRIVACY ACKNOWLEDGEMENT FORM FOR TENANCY APPLICANTS AND APPROVED OCCUPANTS

This form provides information about how we the below named agent handle your personal information, as required by the National Privacy Principles in the Privacy Act 1988, and seeks your consent to the disclosure 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 cannot process your application. As professional asset managers we collect personal information about you. The information we collect can be accessed by you by contacting us, Little Bird Properties, PO Box 3115, Manuka, ACT, 2603.

PRIMARY PURPOSE: Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with the property you have requested to rent and if considered acceptable, to provide you with a Residential Tenancy Agreement. In order to assess your application, we need to disclose your personal information to:

- The Landlords/Owners Corporation for approval
- 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 tenancy application
- Other Real Estate Agents to assess the risk to our client/s.

SECONDARY PURPOSE: During and after the tenancy, we may need to disclose your personal information to:

- Tradespeople to who may need to contact you for repairs and maintenance of the property
- Tribunals and Courts who are seeking orders or remedies
- TICA Default Tenancy Control Pty Ltd to record details of your tenancy history
- Debt Collection Agencies where Courts/Tribunals have been awarded
- The Landlord/Owner's insurer in the event of an insurance claim
- Other Agents/Landlords to provide future rental references

APPLICANT DECLARATION

I, the said applicant, declare that all information contained in this application (including the reverse side) is true and correct and provided of my own free will. I declare that I have inspected the premises and wish to make application for the property accepting its present condition, that I am not bankrupt and that rental that is to be paid is within my means. I further declare that:

1. I authorize the agent to contact any of the referees I have supplied in this application for verification of the information I have provided. I agree to allow the agent to photocopy the information supplied by me for their records. I authorize the agent to access any information which is listed about me on the TICA* DEFAULT TENANCY DATABASE and any other tenancy database which may be available.
2. 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.
3. I am aware 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.
4. I acknowledge that this application is subject to the approval of the owner/landlord. Should my application be rejected, no legal action will be taken against the landlord or agent.
5. I agreed and understand that if my application is approved, all initial monies are to be paid to the agent by direct transfer OR Bank Cheque. I understand that no keys for the property will be provided by the agent until all monies owed are PAID IN FULL.
6. I agree that upon acceptance of this application, this tenancy shall be binding on both the landlord and the tenant. I further agree that I will sign the Tenancy Agreement and will be bound by the terms and conditions of the Tenancy Agreement. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

***TICA STATEMENT** - As TICA may collect personal information about you, the following information about TICA is provided in accordance with the National Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenant's personal information from its members including tenancy application inquiries and tenancy history.

FURTHER INFORMATION ABOUT TICA:

Full Detail about TICA can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting TICA on their helpline 1902 220 346. If your personal information is not provided to TICA the member may not proceed with assessing your application and you may not be provided with the rental property.

Applicant Signature: _____

Date: _____

Print Name: _____