

Arthur Real Estate PTY LTD

We ARE your local agent

101 Murray Street
FINLEY NSW 2713
Telephone: 03 58831899
Fax: 03 58833028
Email: admin@arthurrealestate.com.au

PREMISES - Address of premise/s applying for;

.....
.....

APPLICANTS DETAIL (one form per applicant)

SURNAME..... GIVEN NAME.....

D.O.B..... MOBILE NO.....

HOME NO..... EMAIL.....

VEHICLE REGO..... MAKE..... MODEL.....

NUMBER OF OCCUPANTS

ADULTS..... CHILDREN..... Children/Child age.....

OCCUPATION (CURRENT EMPLOYER)

OCCUPATION..... EMPLOYER.....

ADDRESS.....

PHONE..... INCOME \$.....

PAYROLL OFFICER..... PHONE.....

PERIOD OF EMPLOYMENT FROM..... TO.....

IF LESS THAN TWO YEARS-

OCCUPATION (PREVIOUS EMPLOYER)

OCCUPATION..... EMPLOYER.....

ADDRESS.....

PERIOD OF EMPLOYMENT FROM..... TO.....

PAYROLL OFFICE..... PHONE.....

IF LESS THAN TWO YEARS-

OCCUPATION (PREVIOUS EMPLOYER)

OCCUPATION..... EMPLOYER.....

ADDRESS.....

PERIOD OF EMPLOYMENT FROM..... TO.....

PAYROLL OFFICE..... PHONE.....

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OTHER INCOME

ADDITIONAL INCOME OR BENEFITS AMOUNT \$

PETS

NUMBER OF PETSCAT / DOG BREED

REGISTERED Y / N MIRCOCHIPPED Y/N

CURRENT ADDRESS

ADDRESS

FROM

.....TO

AGENT /

LANDLORD

PERIOD OF OCCUPANCYRENT PAID per week
\$.....

ADDRESS

BOND \$

.....PHONE

REASON FOR

LEAVING

PREVIOUS ADDRESS (if less than two years)

AGENT /

LANDLORD

ADDRESS

PERIOD OF OCCUPANCY FROM
.....TO

BOND \$ RENT PAID PER WEEK

\$.....PHONE

REASON FOR

LEAVING

Arthur Real Estate PTY LTD

PREVIOUS ADDRESS (if less than two years)

AGENT /
LANDLORD

.....

ADDRESS

.....

PERIOD OF OCCUPANCY FROM

.....TO

.....

BOND \$ RENT PAID PER WEEK

\$ PHONE

REASON FOR
LEAVING

.....

EMERGENCY CONTACT

NAMEPHONE

.....

ADDRESS

.....

PERSONAL REFERENCE (2)

NAMEPHONE

.....

ADDRESS

.....

NAMEPHONE

.....

ADDRESS

.....

DO YOU SMOKE YES / NO

OTHER INFORMATION:

The following questions must be answered. *If you answer YES to any of the questions below please state a reason.

Has your tenancy ever been terminated by a landlord or agent? Yes / No

If Yes-

Arthur Real Estate PTY LTD

WHY

.....

Have you ever been refused a property by any landlord or property manager? Yes / No

If Yes-

WHY

.....

Are you in debt to another landlord or agent? Yes / No

If Yes-

WHY

.....

Have any deductions ever been made from your bond? Yes / No

If Yes-

WHY

.....

Are there any reasons that would affect your future rental payments? Yes / No

If Yes-

WHY

.....

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 National Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to any relevant national data base in specified circumstances. If you do not consent to the disclosure of your personal information to these data bases we cannot process your application.

Agency Name: **ARTHUR REAL ESTATE PTY LTD**

(Herein referred to as the "Agent")

Address: 101 Murray Street. FINLEY NSW 2713

Phone: 03 58831899 Fax:03 58833028

Email: admin@arthurrealestate.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
- Referees to validate information supplied in your application
- Other Real Estate Agents or asset managers to assess the risk to our clients
- Application to relevant Agencies to verify details

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 may be recorded in relevant national data bases, 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 relevant data bases that we use 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 these databases. 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.

By signing you are stating that the information you have provided herein is true and correct.

FULL NAME..... SIGNATURE

DATE