



HOW DID YOU FIND OUT ABOUT THIS PROPERTY? (Please tick)

Lease Sign Internet Rental list Office Window Newspaper Referral Social Media Other

TENANCY APPLICATION

Property :
Rent : Bond : Lease Term : Commencement Date :

Number of people to Occupy:

Given Names : Surname :

Telephone : home) work) mobile)

Email address:

Passport Number : Drivers License Number : D. O.B:

Own motor vehicle : yes / no make/model :

Current address :

Period at this address : If rented, amount paid : \$

Agent /landlord : Phone: (business hours)

Reason for leaving :

Previous address :

Period at this address : If rented, amount paid : \$

Agent /landlord : Phone: (business hours)

Reason for leaving :

Do you own any pets : yes / no type : breed :

Current Employer : How long :

Occupation : Full time / part time / casual

Address : Ph:

Contact Name : Ph:

Net income per week : \$ Other income : \$

Self employed Company Name: ABN :

How long : . Accountant's Name : Number :

Previous employment : how long :

Occupation : Ph:

Business referees: (written if possible, please attach)

1. Name : Relationship : Ph:

2. Name : Relationship : Ph:

Emergency Next of Kin :

Name: Relationship :

Address : Ph :

I confirm that I have inspected the property, which is the subject of this application. I declare that the above information is true & correct to the best of my knowledge & agree that the agent may conduct independent evaluation checks and use the information supplied in assessing this application. This application is accepted subject to the availability of the premises on the due date and the owners approval.

Applicants Signature: **Date:** / /

Privacy Statement

Privacy Act 1988

As property managers, we must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry our roles as professional property managers. Please take the time to read this Privacy Statement carefully.

As professional property managers, Dawson Real Estate collects personal information about you. To ascertain what personal information we have about you, you can contact us by:

Telephone: (03) 9848 5755
Facsimile: (03) 9840 1024
Email: info@dawsonrealestate.com.au
In person: 696 Doncaster Road, Doncaster 3109

Primary Purpose

We collect your personal information to assess the risk in providing you with the lease / tenancy of the premises you have requested, and if the risk is considered acceptable to provide you with the lease / tenancy of the premises.

To carry out this role and during the term of your tenancy, we usually disclose your personal information to:

- The landlord
- The landlord's solicitors
- The landlord's mortgagee
- Referees you have mentioned
- Organisations / tradespeople required to carry out maintenance to the premises
- Rental Bond Authorities
- Residential Tenancy Tribunals/Courts
- Collection Agents
- National Tenancy Database Pty Ltd (aka "NTD")
- Other real estate agents / landlord

Secondary Purpose

We also collect information to:

Tick each box if you consent to the use of disclosure:

Enable us, or the landlord's solicitors, to prepare lease/tenancy documents for the premises

Allow organisations / tradespeople to contact you in relation to maintenance matters relating to the premises

Pay/release bonds to/from the RTBA (where necessary)

Refer to Tribunals, Courts and Statutory Authorities (where necessary)

Refer to Collections Agents/Solicitors (where default/enforcement action is required)

Provide confirmation details to organisations contacting us on your behalf, ie. Banks, utilities (gas, phone water, electricity), employers etc.

If your personal information is not provided to us, and you do not consent to the uses to which we put your personal information, we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we then cannot provide you with the lease / tenancy of the premises.

Signed by the applicant:
(signature)
.....
(witness)
.....
(date)