



Residential Tenancy Application Form

PROPERTY ADDRESS												
APPLICANTS NAME IN FULL						Gender						
Date of Birth		Drivers Licence/ Passport #				State/Country of Issue:						
Expiry Date		Home Phone Number				Work Phone Number:						
Mobile Number:				Email Address:								
Number of Occupants who will reside at the property					# Adults (>18yrs)				# Children			
Number of Pets		Breed:					Kept:	Inside	Outside	Both		
Council Registration Number:												
Vehicles kept at Property:		Make / Model						Rego:				
		Make / Model						Rego:				
CURRENT ADDRESS:												
Town / State:						Post Code:						
Period of Occupancy:		Start:		TO	End:					Weekly Rent Paid		
CURRENT LANDLORD / AGENT:												
Landlord/Agent Address												
Town / State						Post Code:						
Contact Name:						Phone Number:						
Email Address:						Mobile Number:						
PREVIOUS ADDRESS:												
Town / State:						Post Code:						
Period of Occupancy:		Start:		TO	End:					Weekly Rent Paid		
PREVIOUS LANDLORD/AGENT:												
Landlord/Agent Address												
Town / State / Post Code						Phone Number						
Contact Name:						Mobile Number:						
Is your current property being Sold:		YES / NO		If Yes: Selling Agent:								
Selling Agent Contact Name:						Phone Number:						
Email Address:						Mobile Number:						
Or/ Reason for looking for new Rental:												
EMPLOYMENT HISTORY:												



Name of Employer:			
Position / Job Title			
Employer Address			
Town / State			Post Code:
Contact Name:			Phone Number:
Email Address:			Mobile Number:
Length of Employment:	Start:	To End:	NET Weekly Income:

***** IF YOU ARE SELF EMPLOYED – Company Name / Business Name:**

Business Address			
Town / State			Post Code:
ABN:		ACN#	
Accountant			Contact Name:
Accountant Phone No.			Email Address:

PERSONAL REFERENCE 1. (Not related to you)

Contact Name:		Relationship:	
Email Address:		Contact Number:	

PERSONAL REFERENCE 2. (Not related to you)

Contact Name:		Relationship:	
Email Address:		Contact Number:	

OTHER INFORMATION:

1.	Has your Tenancy ever been terminated by a landlord or Agent?	Yes / No	
2.	Have you ever been refused a property by any Landlord or Agent?	Yes / No	
3.	Are you in Debt to any Landlord or Agent?	Yes / No	
4.	Have Deductions ever been made from your Bond	Yes / No	

IF you answered YES to any of the above, please provide additional details as to why.

**TERMS AND CONDITIONS:**

It is agreed that all the information contained in this application is true and correct, and that the information is provided freely and that applicants are not bankrupted, and all applicants have inspected the above mentioned property.

It is also agreed that applicants authorise that the Agent for James Bradford Rural Pty Ltd may contact any of the referees or references supplied for verification of this application.

It is also agreed that the Agent can and will access any record listing or database for information on defaults by tenants such as NDT, TICA or TRA for the purpose of checking the applicant's tenancy history.

If the mentioned applicant during their tenancy term for the above mentioned property defaults under the rental agreement, the applicant acknowledges that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties the applicants may apply for in the future.

The applicant is also aware that the Agent will use and disclose enclosed personal information to:

1. Prepare lease/tenancy documents.
2. Communicate with the Owner and select a Tenant.
3. Allow tradespeople or equivalent organisations to contact applicants.
4. Lodge/claim/transfer to/from a Bond Authority
5. Refer to Tribunals/Courts & Statutory Authorities (where applicable)
6. Refer to collection agents/lawyers (where applicable)
7. Complete a credit check with NTD (National Tenancies Database)
8. Transfer water account into applicant's name.

I am aware if I (the applicant) do not provide the required personal information and do not consent to the uses set out above the Agent – James Bradford Rural cannot properly assess the risk to our client (Landlord) or carry out our duties as an agent. Consequently, we (agent) cannot provide you with the tenancy / lease for the above property.

I (Applicant) am also aware that this application is subject to the approval of the agent/owner/landlord and that Initial payments must be made by EFTPOS, cash, bank cheque or money order within 24 hours after approval of application. No Personal Cheques accepted. Property keys will not be handed over until the lease agreement has been signed by all applicants at the beginning of the lease.

The applicant also acknowledges that the success of the application is subject to the availability of the property on the due date, information obtained by references and record listing (as above) and that no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.

Applicants Name:	
Applicant Signature:	
Dated:	

PLEASE PROVIDE 100 POINTS OF IDENTIFICATION

50 – Drivers Licence	50 - Passport	50 – Proof of Age Card
50 – Student ID Card	20 – Copy of Medicare Card	20 – Copy of Mobile Phone Ac
20 – Birth Certificate	20 – 3 Pay slips & Letter from Employer	20 – Previous Rent Ledger
10 – Concession Card	10 – Pension Card	30 – Copy of Gas/Water/Elect. AC

HOW DID YOU HEAR ABOUT THIS PROPERTY:

NEWSPAPER	SOCIAL MEDIA (Facebook/Instagram)	INTERNET SEARCH
REFERAL	OTHER: Specify:	



Rental Application - Personal Information Declaration Statement

Personal Information Declaration Statement is given by every person who submits a Rental Application through any website platform or in person at James Bradford Rural Pty Ltd.

By submitting their application _____ consents to the terms and conditions set out in the tenancy application including giving consent to give for this personal information declaration statement.

1. By submitting a Rental Application, each applicant confirms that:

(a) any personal information included in a Rental Application may be disclosed to the Agent and used by the Agent for the purpose of assessing the Rental Application.

(b) where the applicant has provided the Agent with the personal information of any other person (including a Referee), the applicant has received the prior consent of that person to provide that information.

(c) the Agent may use and disclose the personal information included in a Rental Application for the purpose of assessing the Rental Application and the applicant's tenancy history. This may include, but is not limited to: (i) contacting Referees for the purpose of verifying the identity of the applicant, verifying the information provided in the Rental Application and any other related purpose reasonably required in connection with assessing the Rental Application; and (ii) conducting checks of the applicant's rental history with one or more residential tenancy databases; and

(d) the Referees may disclose the applicant's personal information to the Agent in connection with, and to the extent required to reasonably respond to, a request from the Agent pursuant to paragraph 1(c)(i) above.

2. By submitting a Rental Application for a property, the applicant consents to the Agent retaining their Application Information for a period of up to:

(a) 3 years after the end of the tenancy, if they are a Successful Tenant; and

(b) 6 months after the date of the Rental Application, if they are an unsuccessful applicant.

3. In this Personal Information Declaration Statement:

Agent means any agent, property manager and/or landlord who is responsible for managing a property which accepts Rental Applications.

Referee means any person, including but not limited to: (a) current and previous employers; (b) property managers and/or landlords relevant to an applicant's prior rental history; and (c) personal referees, in each case disclosed or nominated by an applicant in a Rental Application, and who may be contacted by the Agent for the purpose of verifying the applicant's personal information and/or rental history.

Rental Application means a rental or tenancy application submitted by or on behalf of any person through any website platform or in person at James Bradford Rural Pty Ltd.

Tenant Signature

Date