

Application Form - QLD

For your application to be processed you must answer all questions (including reverse side)

Ray WhiteTM

REAL ESTATE

A. AGENT DETAILS (to be completed by Agent)

Office Name: **Ray White Moorooka**
Address: **130 Beaudesert Road**
MOOROOKA QLD 4105
Phone No: **(07) 3426 8399**
Fax No: **(07) 3426 8398**

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

	Postcode

2. Lease commencement date?

	Day		Month		Year
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3. Lease term?

	Years		Months
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4. how many people will normally occupy the property?

	Adults		Children
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5. have you been known by any other name? YES / NO

IF YES, WHAT OTHER NAME HAVE YOU BEEN KNOWN AS:

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C. PERSONAL DETAILS

6. Please give us your details

Mr Ms Miss Mrs Other

IF OTHER PLEASE SPECIFY

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Surname

--

Given Name/s

Date of Birth

--

Drivers License no. (or 18+ card)

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Drivers License State

--

Passport no.

--

Passport Country

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Pension no. (if applicable)

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Pension type (is applicable)

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7. Please provide your contact details

Home phone no.

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Mobile phone no.

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Work phone no.

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Fax no.

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Email address

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8. what is your current address?

	Postcode

Both sides of this application must be completed

D. UTILITY CONNECTIONS

ID: QCORP

If you would like assistance, (at no additional charge) with the connection of telephone, electricity, gas and water to your new home then tick the box below. UtilityOne will then contact you and explain the details of the services available.

9. Please contact me regarding CONNECTION of my utilities

Utility connection services are provided by:



Phone: 13 18 19

Fax: 1300 73 18 19

Email: contact@utilityone.com.au

Web: www.utilityone.com.au

If the box is ticked, UtilityOne will use the information on this page to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). All details on this page must be completed for the service to be provided. Personal information collected by UtilityOne may be accessed by contacting UtilityOne using the contact details above. Normal service provider fees or bonds may apply.

E. PRIVACY STATEMENT

PRIVACY DISCLOSURE STATEMENT OF RAY WHITE REAL ESTATE PTY [RAY WHITE ANNERLEY / MOOROOKA]

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 a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the landlord's insurers. We may also send personal information about you 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 (see contact details above). If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.

F. PRIVACY CONSENT

I the Applicant acknowledge that I have read the Privacy Notice of Ray White Real Estate. I authorise Ray White Real Estate to collect information about me from:

1. My Previous letting agents and/or landlords;
2. My personal referees;
3. Any Tenancy Default Database which may contain personal information about me. I also authorize Ray White Real Estate to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy default database to which it subscribes including Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA).

I authorize Ray White Real Estate to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, body corporates, other agents and tenancy default databases.

If box in Section F is not ticked, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Signature

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Date

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Property Manager Name

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Application faxed to UtilityOne (if required)



Thank you for your inquiry on one of our rental properties. We value your interest, and will endeavour to make the process as smooth and hassle free as possible.

You will probably already realize that not all of our properties will be suitable to you and likewise we do not accept every application we receive. In order to assist you with your search for a property ultimately your application for tenancy, should you decide to proceed with us, the following information might be useful;

We strongly recommend once you have received our vacancy list, that you do a drive-by. This will help eliminate any properties that do not appeal to you and may save you time and energy. A time to view the property inside can then be made at a suitable and convenient time.

When you have chosen a property that you are interested in, you will be given an application for tenancy. It is essential that each person who wishes to reside at the property complete this in full, prior to making an application. **Applications that are incomplete will not be processed.** Should you require assistance with completing this form, we would be more than happy to help. When you return your application you must ensure that you have the following available:

Evidence of your income- you will be required to provide proof of current income. This can be the form of a pay slip, accountants letter (if self employed) or Centrelink Statement.

Appropriate Identification- each applicant is required to provide a minimum of 100 checkpoints using the following as a guide.

Last 4 rent receipts/copy of tenant ledger	50 points
Drivers License	40 points
Proof of bond refund amount – RTA form 4	30 points
Passport/Photo ID	30 points
Proof of Income	30 points
Reference from previous landlord/agent & phone number	20 points
Copy of a previous telephone/electricity/gas account	10 points
Copy of Birth Certificate	10 points

Tenancy Check- upon authorization, your application will be checked against a national tenancy database (TICA & NTD) for information. If you have ever had a problem with a previous tenancy, it is imperative that you advise us so that we can discuss it with you.

We may also ask for your consent to confirm your information details with your employer; and discuss any previous tenancy with a former agent/lessor.

Application not accepted- Our office will retain your application form for only one month after lodgement. At this point unless otherwise directed, your application will be shredded as per the privacy act.

Rental Payment method- Our office does not accept cash as a method of rental payment. The bond and first 2 weeks rent can be paid in cash, money order or bank cheque. (Personal cheques are not acceptable). We offer the choice of Direct Debit, Money Order or Bank Cheque. Payment via Ray White Advantage Card costs \$2.10 per month-charged quarterly in advance (\$6.30) with your first rental payment deducted.

We understand that moving house can be a traumatic experience with significant upheaval to all residents. We want you to know that we are here to make a smooth transition, but do request your co-operation with the above.

Should you have any questions at all, we would be delighted to answer them.

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