

RIVER REACH APARTMENTS - TENANCY APPLICATION FORM

Return to: Manager / 36 MacDonald Street Kangaroo Point, QLD 4169 Email: manager@riverreachapartments.com.au Ph: (07) 3891 7522	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="font-size: small;">Previous Rent Ledgers</td> <td style="text-align: right;">50 points</td> </tr> <tr> <td style="font-size: small;">Min. 2 references from previous Agent/Lessor</td> <td style="text-align: right;">20 points</td> </tr> <tr> <td style="font-size: small;">Bond Refund History (Refer to Bond Board)</td> <td style="text-align: right;">40 points</td> </tr> <tr> <td style="font-size: small;">Current Motor Vehicle Rego Papers</td> <td style="text-align: right;">20 points</td> </tr> <tr> <td style="font-size: small;">Passport/ Driver Licence</td> <td style="text-align: right;">30 points</td> </tr> <tr> <td style="font-size: small;">Copy of Telstra / Energex / Gas Account</td> <td style="text-align: right;">10 points</td> </tr> <tr> <td style="font-size: small;">Birth Certificate</td> <td style="text-align: right;">20 points</td> </tr> </table>	Previous Rent Ledgers	50 points	Min. 2 references from previous Agent/Lessor	20 points	Bond Refund History (Refer to Bond Board)	40 points	Current Motor Vehicle Rego Papers	20 points	Passport/ Driver Licence	30 points	Copy of Telstra / Energex / Gas Account	10 points	Birth Certificate	20 points	Points Checked by:
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APPLICATION FOR RESIDENTIAL TENANCY

Proposed Property: Apt.		Rent p/w :
Full Name:		Ph(H):
D. O. B. / /	Male <input type="checkbox"/> Female <input type="checkbox"/>	
Drivers Lic. No.:	State:	E-mail:
Current Address:		Rent p/w :
Period of Occupancy:	Current Lessor / Agent's name:	
Agent's Address:		Phone:
Previous Address:		Rent p/w :
Period Of Occupancy:	Previous Lessor / Agent's name:	
Agent's Address:		Phone:
Was Bond Refunded In Full: YES / NO		If Not, Why Not:

REFEREES (Not Relatives) (This section must be completed in full with daytime contact numbers provided.
 Your application may be delayed if this information is not provided in the first instance)

Name:		Ph (H):
Address:		Ph (W):
Relationship:	Known Since:	Mobile:
Name:		Ph (H):
Address:		Ph (W):
Relationship:	Known Since:	Mobile:
Name:		Ph (H):
Address:		Ph (W):
Relationship:	Known Since:	Mobile:

STUDENTS (Students MUST attach proof of income rec'd through benefits or wages)

Name of College, TAFE or University:		
Faculty / Course:	When Will You Finish:	Student Id No.:
<input type="checkbox"/> Full Time / <input type="checkbox"/> Part Time	Austudy: YES / NO	How Much: \$ per f/n
Parent/Guardian Name:		Student Union No:
Address:		

INCOME DETAILS (This section is compulsory) If income is based on Centrelink Benefits please provide copies of statements.

Occupation:	Employer:	Ph 1:
Address:		Ph 2:
How Long:	<input type="checkbox"/> Full Time / <input type="checkbox"/> Part Time (hrs per wk)	Nett Weekly Salary: \$
If Less Than 6 Months - Previous Employer:		Phone:
Address:		

RELATIVE TO CONTACT IN CASE OF EMERGENCY

Name:		Ph.(a/h):
Address:	Relationship:	Ph.(b/h):

EMPLOYMENT HISTORY

Business Name:	Position held:
Address and contact number:	From / Till:
Business Name:	Position held:
Address and contact number:	From / Till:

IF SELF EMPLOYED

Name of Business:	Industry:	Phone:
Address:		
Nett Weekly Salary: \$	Accountant Name:	Phone:

AUXILIARY INFORMATION

Number of Children:	Ages:		
Car Make:	Car Model:	Year:	Car Reg: State:
Is Car Financed: YES / NO	Who With:	Drivers Lic. No.:	State:

BANKING & CREDIT INFORMATION (OPTIONAL)

Bank:	Branch:	Account Type:
Credit Cards: <input type="checkbox"/> Bankcard <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex <input type="checkbox"/> Diners		Other:
Other Credit Accounts (Myer, Target, AGC etc - <i>Current or Finalised</i>)		
Details	A/C No:	Balance
		\$
		\$
		\$

AUTHORITY

I, the Applicant, do solemnly and sincerely declare that the above information is true and correct and that I have supplied this information of my own free will. I HEREBY AUTHORISE the letting agent to conduct any and all inquires and or searches as required to verify the information contained in this application.

I, the Applicant, solemnly and sincerely declare that I am not an undischarged bankrupt. I have inspected the abovementioned premises and wish to take a tenancy of such premises for a period of _____ from _____ / _____ / _____ at a rental of \$_____ per week and that the rental to be paid is within my means. I also undertake to pay a Rental Bond of \$_____ upon the signing by me of the tenancy agreement.

It is agreed that immediately upon communication of acceptance of this application by the Landlord’s Agent that this tenancy shall be binding on Landlord, Agent and Tenant and that the necessary monies and deposits will be paid in advance within 48 hours of such notice of acceptance.

PLEASE LIST ALL PEOPLE THAT WILL BE LIVING AT THE PROPERTY: (Including children)

NAME:.....DOB:.....OCCUPATION:.....

NAME:.....DOB:.....OCCUPATION:.....

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I, the Applicant, do solemnly and sincerely declare that the above information is true and correct and that I have supplied this information of my own free will. I HEREBY AUTHORISE the letting agent (***Property Managers, River Reach Apartments***) to conduct any and all enquires and or searches required to verify the information contained in this application.

Full Name:_____ Signature:_____ Date:_____

DECLARATION and IDENTIFICATION

Full Name: _____

What property are you applying for: _____

When would you like the property: _____

Lease Term: 3 Months _____ 6 Months _____ 12 Months _____ Other _____

PLEASE READ: The completion of the application is not an offer of acceptance. You will be notified as soon as the Agent and/or the Agents Lessor approve the application. By completing this application, all applicants:

1. Solemnly and sincerely declare that the information given is true and correct and all information has been given of your free will.
2. Each applicant authorizes **(RAWTAP Pty.Ltd. – Managers Riverscape/River Reach Apartments and employees of)** to contact all references and performed all checks required to ascertain your suitability for the above mentioned property.
3. Each applicant is aware that **(RAWTAP Pty.Ltd. – Managers Riverscape/River Reach Apartments)** is a member of *the Tenancy Information Centre of Australia (TICA)* and as such will carry out checks through these facilities to ascertain tenant suitability for the above-mentioned property.
4. When you are notified that this application is successful, **you are required to pay a deposit of no less than one (1) weeks rent in cash or bank cheque within 24 hours** until you take possession of the property. Failure to pay a deposit may result in another applicant taking the applicable property.
5. You clearly understand that a total of six (6) weeks of the rental amount will be **paid into the trust account provided** before the keys can be taken for possession of the property. This allows for two (2) weeks rent in advance and four (4) weeks rent as bond.

Please Note: Before **(RAWTAP Pty.Ltd. – Managers Riverscape/River Reach Apartments)** can process your application for residential tenancy, you must provide a minimum of **100 Points** of identification, one of which must be a form of Photo ID. Should you have any difficulties with attaining the required amount of points, please advise the property manager.

The following Documents are acceptable:

Drivers License	40 Points	Passport	40 Points
Birth Certificate (Original)	30 Points	Photo Identification	30 Points
Current Wage Advice	20 Points	Previous Rental Reference	20 Points
Previous 3 Rent Receipts	20 Points	Motor Vehicle Registration Cert.	10 Points
Bank Statement	10 Points	Telstra Account	10 Points
Electricity Account	10 Points	Gas Account	10 Points
Credit Card (Each)	10 Points	Birth Certificate (Certified Copy)	10 Points

COLLECTION STATEMENT

Declaration and General Notice under National Privacy Principles 1.3 and 5.1

RAWTAP Pty Ltd t/a Riverscape Apartments respects your right to privacy and we are bound by the National Privacy Principles contained in the Privacy Act 1988. Those Principles regulate most of our activities with respect to personal information collected, stored, used and disclosed by us. However, the activities of all organisations directly relating to personal information of current or former employees contained in employee records are not covered by the Principles.

In our business we use personal information collected from clients, you and from the referee/s you provided to assess your suitability to the entering into a residential tenancy for the property referred to in the application. We may disclose this information to other parties including the property manager for the relevant property to achieve the purposes specified above or as otherwise allowed under the Privacy Act 1988.

You declare that the details given to RAWTAP Pty Ltd t/a Riverscape Apartments in your registration form, interview, telephone conversations and the written reference supplied by you are true and correct. You understand that if you withhold relevant information, or provide any information which is false or misleading, and you enter into a residential tenancy, you may be subject to legal action including termination of the tenancy.

We will retain your personal information on our database.

Unless you tell us otherwise, you agree to the processing of your personal information in the ways described above. If you would like more information or to apply for access to personal information we hold about you, you can do so, in writing, by contacting:-

RAWTAP Pty Ltd t/a Riverscape Apartments
Manager / 36 MacDonald Street
Kangaroo Point QLD 4169
Ph: 3891 7522
Fax: 3503 9159
Email: manager@riverscapeapartments.com.au

I,..... of
have read and understood this Declaration and General Notice under National Principles 1.3 and 5.1 and voluntarily consent to personal and sensitive information about me being collected, used and disclosed as indicated above.

Signed:

Witness

Witness Name and address:

.....

Date: