



TENANCY APPLICATION

AGENCY NAME	Pike Property.com.au
ADDRESS	174 Morayfield Road , Morayfield QLD 4506
PHONE	1300 933 733
EMAIL	rentals@pikeproperty.com.au

Address of property/s applying for in order of preference

PROPERTY ADDRESS 1 _____

PROPERTY ADDRESS 2 _____

PROPERTY ADDRESS 3 _____

Our Agency welcomes your Application and any queries you may have about the Property, Tenancy or application process. The following information checklist will assist you to complete the Tenancy Application to ensure that it can be processed promptly.

Please read prior to completing your Application

- One Application is to be completed for **every applicant** over 18.
- This Application **WILL NOT** be processed until it is completed including copies of supporting documents required for 100 Points Identification Check. Refer to the following list of accepted documents and point value of each.
- **Please note this Agency cannot provide photocopying services**

100 POINTS IDENTIFICATION CHECK					
Drivers Licence	40 points	Other Photo ID	30 points	Current vehicle registration	10 points
Passport	40 points	Recent payslip	30 points	Bank/Credit Card Statement	10 points
Birth Certificate	40 points	Previous tenancy ledger	30 points	Telephone/Electricity/Gas Account	10 points
18+ card	30 points	Previous 4 rent receipts	20 points	Pension/Health Care Card	10 points

Applicant Checklist – before I submit this Application I have:

- Attached photocopies of documents to meet 100 or more points of ID
- Viewed a General Tenancy Agreement with terms and any Special Conditions of the tenancy
- Completed the Application fully including the Privacy Disclosure Statement, Privacy Consent & Marketing Consent
- Completed the Pet Application & Agreement if pets are to reside at the property

Our Agency staff will endeavour to contact you within 24-48 business hours. If the Application is approved, an appointment will be made for the General Tenancy Agreement is to be signed by all approved lease holders

If your application is approved what is your estimated move in date? _____



How did you find out about this Property

Website: www. _____ Social Media Agency contact Sign Referral Other Agent
Other: _____

Applicant Full Name and Current Address

Name: _____ Address: _____

Personal Details

Date of Birth _____ Place of Birth _____
Drivers Licence No. _____ Expiry _____ Passport No _____ Expiry Date _____

Applicant Contact Details

Home _____ Mobile _____ Business _____ Email _____

Australian Citizen

Yes No: Refer to copies of Passport and Visa attached Visa Expiry Date _____

Current Address

Address _____ Reason for Leaving _____

Rent per week \$ _____ Period of occupancy Years _____ Months _____
Agent/Landlord _____ Phone _____ Email _____
Do you expect the Bond to be refunded in full? Yes No Why: _____

Previous Address

Address _____ Reason for Leaving _____

Rent per week \$ _____ Period of occupancy Years _____ Months _____
Agent/Landlord _____ Phone _____ Email _____

Employment

Current Employer _____
 Full Time Part Time Casual Contract

Your Position _____ Length of Employment Years _____ Months _____
Payroll / Manager's Name _____ Fax _____ Business _____
Total Income (as declared to Australian Taxation Office) \$ _____ Pay day is _____ of each: week / fortnight / month (circle frequency)

If Self Employed

Company Name _____ Trading As _____
Address _____ ABN _____

Period self employed Years _____ Months _____ Industry/ Nature of Business _____
Total Income (as declared to Australian Taxation Office) \$ _____ Attach income statement by Accountant or ATO Return
Accountant Details _____ Business _____
Creditor Referee _____ Business _____



If a student or Not Currently Employed

Refer to the following selected documents attached to Application to verify my source of income: (please circle)

Parent/Guardian Letter Centrelink Document Bank Statements Austudy Document Other

Details of all Vehicles to be kept at Property

Registration No Make/Model Owned / Hire Purchase

Registration No _____ Make/Model _____ Owned / Hire Purchase _____

Occupancy details of all persons to reside at property including children

Name _____ Address _____ Age _____
Name _____ Address _____ Age _____
Name _____ Address _____ Age _____
Name _____ Address _____ Age _____
Name _____ Address _____ Age _____

Pets? No Yes: Refer to attached Pet Application and Agreement completed

Emergency Contact Details of closest relative who **WILL NOT** be residing at the property

Name _____ Relationship _____
Address _____ Phone _____
Name _____ Relationship _____
Address _____ Phone _____

Personal referees who **ARE NOT** relatives

Name _____ Occupation _____
Mobile _____ Work _____
Name _____ Occupation _____
Mobile _____ Work _____



Declarations – Applicant to complete & provide details as required

Have you ever been evicted by any Lessor or Agent? NO YES: are you in debt to another Lessor or Agent?

Is there any reason known to you that would affect your ability to pay rent when due? NO / YES:

Was your Bond at your last address refunded in full? YES / NO:

Was the Property in a satisfactory condition when you inspected it? If not, list requests. YES / NO:

I have been viewed the standard agency General Tenancy Agreement 18A and Special Terms prior to applying for this property.

I declare the information provided is true and correct. I consent to verify details via Tenancy Information Centre of Australia and National Tenancy Database records. I declare I am not bankrupt or an undischarged bankrupt.

I apply for Tenancy for a period of _____ months, at a rental of \$_____per week commencing on _____ / _____ / _____

I understand that if the nominated Applicant is advised this Application is approved then within 24 hours, all approved Applicants are to sign the General Tenancy Agreement and pay 1 weeks rent as holding deposit or as otherwise arranged in writing. The Tenant is then bound to the Terms of the Agreement and the Property will cease to be available for rent. If the Tenancy does not proceed, steps to apply for a refund of the Bond will be taken by the Agent for monies owed for rent until a replacement Tenant is secured.

I understand that payment of two (2) weeks rent plus four (4) weeks rent as full bond must be paid prior to occupancy of the property.

I understand the Agent uses “DEFT” a rental payment service provided by Macquarie Banking Limited. Direct Debit payments are at a cost to the tenant of \$0.85 cents per transaction plus Credit Card Fees If applicable. Dishonour fees are estimated to be \$15.00 should payments dishonour. Please note these fees are in addition to any charges you may incur from your bank or financial institution.

Please see DEFT website for more details.

Pre-moving in costs as itemised below are to be paid by BANK CHEQUE/MONEY ORDER, EFTPOS (debit card only) or DIRECT DEPOSIT.

ITEM	CALCULATION	\$ PAYABLE	IMPORTANT NOTES
Rent – first 2 weeks rent	2 x \$ = \$		Must be paid BEFORE lease commences
Bond – 4 times weekly rent	4 x \$ = \$		Full Bond equivalent to 4 weeks rent must be paid within 24 hours of Application approval
TOTAL PRE-MOVING IN COST		\$	Total to be paid BEFORE lease commences

Applicants Signature _____ Date _____



Pike Property.com.au
 174 Morayfield Road, Morayfield QLD 4506
 PH:1300 933 733 Email: rentals@pikeproperty.com.au

PRIVACY DISCLOSURE STATEMENT

We are an independently owned and operated business and are bound by the National Privacy principles. We collect personal information about you in this form to assess your Application for Tenancy. We may need to collect information about you from your previous Lessors or Letting Agents, your Employer and Referees. We will also check if details of Tenancy defaults by you are held on a Tenancy Database. Your consent for us to collect the information is set out below in the Privacy Consent section.

COLLECTION NOTICE

The personal information you provide in this Application or our Agency collects from other sources is necessary for our Agency to verify your identity, to process and evaluate the Application and to manage the Tenancy. If the Application is successful, personal information collected about you in this Application and during the course of your Tenancy, may be disclosed for the purpose for which it was collected to other parties including the Lessor, Referees, other Agents and third party operators of Tenancy Databases. Information already held on Tenancy Databases may also be disclosed to our Agency and/or the Lessor. If you enter into a General Tenancy Agreement and fail to comply with your obligations under the Agreement, the facts and other relevant personal information collected about you during the course of your Tenancy may also be disclosed to the Lessor, third party operators of Tenancy Databases and/or other Agents.

You have the right to access personal information that we hold about you by contacting our office. You can also correct this information if it is inaccurate, incomplete or out of date. If your Application is not successful it will be stored securely for a period of one month only. If you decide not to collect your Application we will destroy your documents to comply with Privacy Legislation.

If you do not complete this form or do not sign the consent below then your Application for Tenancy may not be considered by this Agency or the Lessor or, if considered, may be rejected, due to insufficient information to assess the Application.

PRIVACY CONSENT

I acknowledge that I have read the above Privacy Disclosure Statement and Collection Notice of Pike Property.com.au. I authorise Pike Property.com.au to collect information about me from:

- My previous letting Agents and/or Lessors;
- My personal referees, employers and all other references on this application;
- Tenancy Databases to which Pike Property.com.au subscribes. I can refer to their Privacy Disclosure Statements via: www.tica.com.au and www.ntd.com.au

I authorise Pike Property.com.au to refer my name and contact details to an arranger or service provider including tradespeople (to attend to work required at this property), salespeople (primary and secondary Agents), valuers, the Lessor, other Agents, database operators, other Property Managers, Body Corporate, Insurance companies, Financial services, if required in the future, and to Authorities as required by law.

MARKETING CONSENT

I understand that the Agency may need to contact me about Property related information eg properties for rent or for sale or other services which may interest me. I am the telephone account holder or nominated person by the account holder and agree to Pike Property.com.au to use the phone details provided below to contact me for marketing purposes until I advise otherwise.

Period of Contact: Indefinite until advised in writing otherwise Other -

ELECTRONIC TRANSMISSION

It is agreed by ticking this box, consent is given to receive any documentation relevant to the Tenancy by electronic communication methods such as email or facsimile and the method of receiving advice or notification by SMS is accepted.

ACKNOWLEDGEMENT AND CONSENT BY APPLICANT

Applicant Name

Applicant Signature

Date

