

# Application for Tenancy

48 Brisbane Street, Launceston Tas 7250

T: [03] 6332 6400 or F: [03] 6334 0599 or rentals@harrisonhumphreys.com.au

**Harrison  
Humphreys**

How did you hear about us?

Harrison Humphreys' Reputation  Past Client  Signage  Rental List  Friend   
 Internet (please specify site): realestateview.com.au  realestate.com.au  Domain  Harrison Humphreys

<b>Office Use Only</b>	Property Shown by: .....	Application Received: ...../...../.....
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<b>Rental Property</b>	Address:.....		
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<b>Tenancy Requirements</b>	Commencement	Term	Rent \$	pw
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<b>Applicants Full Name</b>	Name:.....			
	Title: Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/> Other <input type="checkbox"/> .....			Sex: Male <input type="checkbox"/> / Female <input type="checkbox"/>

<b>Contact No.'s</b>	☎(AH):..... (BH):.....			
	☎(Mobile):..... (Email):.....			

<b>Present Address</b>	Address:.....			
	Reason for leaving:.....			
	How long have you lived at this address?:.....	Weekly rent paid: \$		
	Name of Landlord/Agent:.....			
	☎(AH):..... (BH):.....			


<b>Previous Address</b>	Address:.....			
	Reason for leaving:.....			
	How long have you lived at this address?:.....	Weekly rent paid: \$		
	Name of Landlord/Agent:.....			
	☎(AH):..... (BH):.....			

<b>Current Employment</b>	Occupation: ..... <input type="checkbox"/>	Occupation: ..... <input type="checkbox"/>
	<input type="checkbox"/> yrs.	<input type="checkbox"/> yrs.
	Current Employer: .....	Current Employer: .....
	Contact: ..... ☎(hb): .....	Contact: ..... ☎(hb): .....

<b>Previous Employment</b>	Occupation:..... Employers name:.....	
	Position held: ..... Length of employment?: .....	

<b>If Self Employed</b>	Business Name:	Type of Business:
	Year Started:	Address:

<b>Student</b>	College	Full time <input type="checkbox"/> Part-time <input type="checkbox"/>
	Course Attending	Currently in Year ..... of ..... Years

<b>Self Funded Retiree</b>	Since	<b>Unemployed</b>	Since	<b>Social Benefit received</b>	
<b>Personal Details</b>	Drivers Licence No.:			Expiry Date:	
	Date of Birth:			Marital Status:	
	Occupants: Adults (No.):			Children & Ages:	
	Smoker: Yes <input type="checkbox"/> No <input type="checkbox"/>			Outstanding Debts: Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>PETS</b> 	Cat <input type="checkbox"/> Dog <input type="checkbox"/> Other <input type="checkbox"/> Type & age:.....			Outdoor <input type="checkbox"/>	Indoor <input type="checkbox"/>
	<b>OR</b> - <input type="checkbox"/> I have no pets				
<b>Next of Kin (in case of emergency)</b>	Name:.....				
	Address:.....				
	Relationship ..... ☎(AH): ..... (BH):.....				
<b>Personal References (no relatives)</b>	<b>Name</b>	<b>Relationship</b>		<b>☎ (BH)</b>	
<b>Names of Other Applicants &amp; Bond Contribution</b>	Name			Amount \$	
	Name			Amount \$	
	Name			Amount \$	

Additional Information you may like us to have: .....

.....

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By submitting this application, I/We hereby confirm the following **Rental Application terms & conditions:**

1. I acknowledge that this is an application to rent this property and that my application is subject to the Owner's approval and the availability of the premises on the due date. No action will be taken against the owner or Agent if the applicant is unsuccessful or upon acceptance should the premises not be ready for occupation at that date for whatever the reason.
2. The applicant hereby gives permission for Harrison Humphreys to check all references and credit checks supplied by them, to assist in securing the property for rental.
3. The tenant is responsible for the connection and payment of electricity, gas, telephone and water consumption.
4. I understand that unless I receive written consent, I shall not have any pets on or at the property.
5. It is also acknowledged that the owner or agent will make periodic inspections of the property.
6. If my application is successful, I understand that I will be required to enter into a written tenancy agreement and pay the bond and two weeks rent in advance. Thereafter, the rent is to be paid in advance at all times.

**I/We acknowledge that I have read the Terms and Conditions.**

Applicant's Signature ..... Date: .....

Applicant's Signature ..... Date: .....

**Tenancy Privacy Statement**

Privacy Act (Commonwealth) 1988



The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Applicant's identity to process and evaluate the application and effectively manage the tenancy.

The personal information collected about the Applicant may be disclosed, by use of the internet or otherwise, to other parties, including the landlord, trade people, referees, solicitors, financial institutions, media organisations, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential, third party operators of tenancy reference databases, government and statutory bodies and other third parties as required by law. Information already held on tenancy reference databases may also be disclosed to the Agent and/or landlord. Unless you advise the Agent to the contrary, the Agent may also disclose such basic information to The Real Estate Institute of Tasmania Ltd (REIT) for the purpose of documenting leasing data in the area for the benefit of its members as part of membership services and for others in the property and related industries, and so as to assist them in continuing to provide the best possible service to their clients. In providing this information, you agree to its use, unless you advise the Agent differently. The privacy policy of the REIT can be viewed on its website [www.reit.com.au](http://www.reit.com.au).

The Agent will also disclose information in this way to other parties to achieve the purposes specified above or as otherwise allowed under the Privacy Act.

If the Applicant would like to access this information they can do so by contact the Agent at the address and contact numbers contained in this Application or the REIT on 03 6223 4769. The Application can also correct this information if it is inaccurate, incomplete or out of date.

If the information is not provided, the Agent may not be able to process your application.

I/We .....  
(name/s of applicant/s) acknowledge that I/We have read and understood the contents of this Privacy Collection Notice.

Applicant's Signature: .....  
Date: .....

Agent: **Harrison Humphreys**  
**48 Brisbane Street, Launceston 7250**  
**Ph. 03 6332 6400**

*Please complete this application thoroughly so we can process it as quickly as possible.*

Some important points to note:

1. This application must be accompanied by **100 points of ID, a Current Personal Information Statement** from either Tas. Collection Service (27 Brisbane St) or on-line **Credit Report** from - [www.equifax.com.au](http://www.equifax.com.au), a **Current Police Check & Two most recent payslips or Centrelink Statements.**
2. You must have viewed the property with one of our agents.
3. If there is more than one applicant, a separate form is required for each applicant over 18.
4. If the application is approved, you will be required to sign a lease within 24 hours. Payment of a bond to the Bond Authority and 2 weeks rent must also be made before receipt of keys.

**100 Point Check**

- To process your application we need to verify who you are
- To do this we need to see some identification that adds up to 100 points - the alternative available to you are listed below.
- Please make copies of your chosen documents

Passport	<input type="checkbox"/>	70 points
Birth Certificate	<input type="checkbox"/>	70 points
Drivers License	<input type="checkbox"/>	40 points
Australian Public Service Employees Card	<input type="checkbox"/>	40 points
Other Australia Government issue I.D. Card	<input type="checkbox"/>	40 points
Social Security/Pension Card	<input type="checkbox"/>	40 points
Tertiary Student Card	<input type="checkbox"/>	40 points
Certificate of Title	<input type="checkbox"/>	35 points
Other Employment I.D. Card	<input type="checkbox"/>	25 points
Credit/Debit/ATM Card <i>(Multiples may be used)</i>	<input type="checkbox"/>	25 points
Electoral Roll Records	<input type="checkbox"/>	25 points
Medicare Card	<input type="checkbox"/>	25 points
Membership Card	<input type="checkbox"/>	25 points
Rates Notice	<input type="checkbox"/>	25 points
Bank Statement	<input type="checkbox"/>	25 points
Utility Bills	<input type="checkbox"/>	25 points



**PLEASE NOTE:** *Should this application not be accepted, the agent is not required or obliged to disclose why or supply any reason for the rejection of this application.*

*This Collection Notice has been supplied to the Agent by the Real Estate Institute of Tasmania with the agent only adding personal details.*

**OFFICE USE ONLY**

Application Approved: Yes / No By: .....

Start Date: ...../...../..... Term: .....mths

Rent: \$..... pw Bond: \$.....

Approval letter sent  Bond Lodgment sent

Lease Prepared  Lease Signed

Advised tenant - NO eftpos &  CONTACT Aurora



*Thank you for choosing a Harrison Humphreys property.*