



Residential Tenancy Application Form

Suite G02, 20-22 St Kilda Rd, St Kilda 3182
Phone: +61 3 9510 0639 Fax: +61 3 9525 1477
Email: enquiries@sskrealstate.com.au
Web: www.sskrealstate.com.au

Please fully complete both pages of this form for your application to be processed

RENTAL PROPERTY DETAILS

Address:
..... Postcode:
Rental Amount \$..... Weekly OR \$..... Monthly
Bond Amount \$..... Payable to RTBA
Tenancy start date:/...../..... Term: mths
How many people will reside at the property?
Adults: Children: Age of Children:
Pets? Yes/No If yes, how many?
What type/breed?
Name of Property Manager:

APPLICANTS DETAILS

Title: Family or Surname:
Given Name/s:
Date of Birth:/...../..... Home Ph:
Work Ph: Mobile Ph:
Email address:

Driver's Licence No:
State: Expiry date:
Own Motor Vehicle? Yes No
Car Make/Model:
Car Rego: State:.....

Passport No (if applicable):
Country: Expiry date:
Pension No (if applicable):
Type: Expiry date:

Current Address:.....
..... Postcode:

How long at this address: years months
If Rented, current rental amount \$ per week
Current landlord/agent:
Phone no. of landlord agent:

Previous Address:.....
..... Postcode:

How long at this address: years months
If Rented, current rental amount \$ per week
Current landlord/agent:
Phone no. of landlord agent:

Current Employer:.....
Occupation:

Full time Part time Casual
Length of Employment: years months
Net Income per week: \$
Address:
..... Postcode:

Contact person: Phone:
(If self employed, please list accountant's contact details)

Previous Employer:.....
Occupation:

Full time Part time Casual
Length of Employment: years months
Net Income per week: \$
Address:
..... Postcode:

Contact person: Phone:

References (No family or current employer contacts)

1. Name:
Relation to the applicant:
Home Ph: Work Ph:
Mobile Ph:
2. Name:
Relation to the applicant:
Home Ph: Work Ph:
Mobile Ph:

Emergency contact/Next of Kin:

1. Name:
Relation to the applicant:
Address:
Home Ph: Mobile Ph:
2. Name:
Relation to the applicant:
Address:
Home Ph: Mobile Ph:

I declare that the above information is true and correct to the best of my knowledge and agree that the agent may conduct independent evaluation checks and use the information supplied in assessing this application. This application is accepted subject to the availability of the premises on the due date and the owner's approval.

Applicant's Signature: **Date:**/...../.....

TENANCY PRIVACY STATEMENT

Due to recent changes in the Privacy laws from December 21, 2001, all property managers must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry out our role as professional property managers. Please take the time to read this Privacy Statement carefully, and once completed, return to this office with your tenancy application. As professional property managers, SSK Real Estate collects personal information about you. To ascertain what personal information we have about you, please contact our office.

Primary Purpose

As professional property managers, we collect your personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested, and if the risk is considered acceptable, to providing you with the lease/tenancy of the premises.

To carry out this role and during the term your tenancy, we will disclose your personal information to:

- The Landlord
- The Landlord's lawyer
- The Landlord's mortgagee
- Referees you have nominated
- Organisations / Trades people required to carry out maintenance to the premises.
- Rental Bond Authorities
- Residential Tenancy Tribunals / Courts
- Collection Agents
- National Tenancy Database Pty. Ltd. (ABN 65 079 105 025) ("NTD")
- Other Real Estate Agents and Landlords

Secondary Purpose

We also collect your personal information to

1. Enable us, or the Landlord's lawyers, to prepare the lease/tenancy documents on the premises.
2. Allow organizations / trades people to contact you in relation to maintenance matters relating to the premises.
3. Pay/release rental bonds to/from Rental Bond Authorities (where applicable)
4. Refer to Tribunals, Courts, and Statutory Authorities (where necessary)
5. Refer to Collection Agents / Lawyers (where default / enforcement action is required)
6. Provide confirmation details for organizations contacting us on your behalf ie. Banks, Utilities (Gas, Electricity, Water, Phone), Employers etc.

If your personal information is not provided to us and NTD, and you do not consent to the uses to which we put your personal information; we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we may not provide you with the lease / tenancy of the premises.

NTD Disclosure Statement.

You can contact National Tenancy Database Pty. Ltd. (ABN 65 079 105 025) ("NTD") by

Telephone: 03 9610 4996
Facsimile: 03 9620 7339
Email: kim@ntd.net.au
In Person: Level 7, 477 Collins St, Melbourne, VIC 3000
Mail: P.O. Box 156, Collins St West, Melbourne, VIC 8007
Visit website: www.ntd.net.au

Primary Purpose

NTD collects your personal information to provide to its members historical tenancy and public record information on individuals and companies who / which lease residential and commercial property from or through licensed real estate agent members of NTD.

NTD also provides credit provides credit information on companies /directors applying for commercial leases. The real estate agent / property manager will advise NTD of your conduct throughout the lease / tenancy and that information will form part of your tenant history.

NTD usually discloses information to

- Licensed real estate agent members
- NTD's parent company, Collection House Limited (ABN 74 010 230 716) and its subsidiaries
- Credit Bureaus

I acknowledge that I have read and understood this privacy statement.

Signed:

Print Name:

Date: