

Tenancy Application

Cullinan Property Management

6/19 Ways Road, Hampstead Gardens 5086

0403 339 202 Jo Cullinan

0408 846 669 Kathy Dodd

admin@cullinanpm.com.au



Property Address

Lease commencement date		
Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Lease Term	
Years	Months
<input type="text"/>	<input type="text"/>

How many will normally occupy the property		
Adults	Children	Pets
<input type="text"/>	<input type="text"/>	<input type="text"/>

APPLICANT 1

1. Your details

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐

Given name/s	Surname
<input type="text"/>	

Date of Birth	Car registration no. & State
<input type="text"/>	<input type="text"/>

Drivers licence/Passport no.	Licence state/ Passport country	Expiry Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Pension/Medicare no. (if applicable)	Pension type (if applicable)
<input type="text"/>	<input type="text"/>

Mobile / home phone no.	Work phone no.
<input type="text"/>	<input type="text"/>

Email address
<input type="text"/>

What is your current address?
<input type="text"/>

APPLICANT 2

1. Your details

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Dr ☐

Given name/s	Surname
<input type="text"/>	

Date of Birth	Car registration no. & State
<input type="text"/>	<input type="text"/>

Drivers licence/Passport no.	Licence state/ Passport country	Expiry Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Pension/Medicare no. (if applicable)	Pension type (if applicable)
<input type="text"/>	<input type="text"/>

Mobile / home phone no.	Work phone no.
<input type="text"/>	<input type="text"/>

Email address
<input type="text"/>

What is your current address?
<input type="text"/>

UTILITY CONNECTION - This is a **FREE** service that connects all your utilities



Direct Connect can help arrange for the connection or provision of the following utilities and other services:

Electricity Gas Phone Internet Removals Pay TV Truck or van hire Cleaners Insurance

☐ Please tick this box if you'd like Direct Connect to contact you in relation to any of the above utilities and services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application

Signature of applicant 1: _____

Date:...../...../.....

Signature of applicant 2: _____

Date:...../...../.....

Electricity meter number (if known) _____

APPLICANT 1

2. How long have you lived at your current address?

<input type="text"/>	Years	<input type="text"/>	Months
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Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$	<input type="text"/>
----	----------------------

Why are you leaving this address?

3. What was your previous residential address?

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$	<input type="text"/>
----	----------------------

How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
----------------------	-------	----------------------	--------

Why did you leave this address (eg end of lease, owner selling, etc)

4. Please provide your employment details

What is your occupation?

Employer's name (inc. accountant if self employed or institution if a student)

Employer's address

Contact name

Phone no.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
----------------------	-------	----------------------	--------

Weekly income

\$	<input type="text"/>
----	----------------------

5. Next of kin details (not residing with you)

Surname

Given name/s

Home no.

Work/mobile

Relationship to you

6. Please provide two personal references (not related to you). Please ensure each has agreed for you to nominate them as a referee, and they agree to being contacted by us.

1. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

2. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

APPLICANT 2

2. How long have you lived at your current address?

<input type="text"/>	Years	<input type="text"/>	Months
----------------------	-------	----------------------	--------

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$	<input type="text"/>
----	----------------------

Why are you leaving this address?

3. What was your previous residential address?

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$	<input type="text"/>
----	----------------------

How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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Employer's address

Contact name

Phone no.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
----------------------	-------	----------------------	--------

Weekly income

\$	<input type="text"/>
----	----------------------

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Home no.

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1. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

2. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

7. Full names and ages of all OTHER persons who will reside at the property

Name	Age	Name	Age
1.		3.	
2.		4.	

8. Please provide details of any pets

Breed/type	Council registration number
1.	
2.	
3.	

9. Registration, make & model of all vehicles permanently kept at the property

1.
3.

10. Payment details

Please indicate how you will pay your BOND:

Own funds ☐ Borrowed funds ☐ SA Housing Trust ☐

Please indicate how you will pay your initial RENT:

Own funds ☐ Borrowed funds ☐ SA Housing Trust ☐

Please provide us with 100 points of identification (choose from the following):

Drivers Licence (70 points)	<input type="checkbox"/>	Copy of Mobile Phone Account (20 points)	<input type="checkbox"/>
Passport (70 points)	<input type="checkbox"/>	Copy of Medicare Card (20 points)	<input type="checkbox"/>
Proof of Age Card (50 points)	<input type="checkbox"/>	Concession/Pension Card (10 points)	<input type="checkbox"/>
Student ID Card (50 points)	<input type="checkbox"/>	Copy of gas/Water/Electricity Account (30 each)	<input type="checkbox"/>

HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

☐ Realestate.com.au ☐ Domain.com.au ☐ Our website ☐ Relocation company ☐ Referral ☐ Other

Property rental

\$	per week	OR	\$	per fortnight
First payment of rent (two weeks in advance)		\$		
Rental bond		\$ (4 weeks if rent is under \$250, or 6 weeks if rent is over \$250 per week)		
Sub total (payable before possession of property)		\$		

DECLARATION

The applicant acknowledges:

1. That the landlord's insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents insurance.
2. That the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
- 2.8 Applicant to pay all costs associated with Telephone/Internet Connection
The Applicant agrees to pay all costs associated with any telephone/internet connection and usage to the property, regardless of outlet provision.
- 2.9 Applicant to pay all costs associated with TV Antennae
The Applicant agrees to pay all costs associated with supply, installation or rectifying any television antennae to the premises
3. That upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
4. That unless agreed otherwise the tenant shall be liable for water costs pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.
5. Please note our tenancy agreements contain a special clause stating NO SMOKING INSIDE THE PREMISES

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal Information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with NTD (National Tenancies Database)

I am aware that if information is not provided or I do not consent to the uses to which personal information is put the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

Signature of applicant 1 _____ Date...../...../.....

Signature of applicant 2 _____ Date...../...../.....

Privacy Act Acknowledgement Form for Tenant Applicants & Approved Occupants

This form provides information about how we the below named agent handle your personal information, as required by the Australian Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we cannot process your application.

Agency Name:	CULLINAN PROPERTY MANAGEMENT (herein referred to as the "Agent")
Address:	6/19 WAYS ROAD, HAMPSTEAD GARDENS SA 5086
Phone:	8369 0990
Email:	admin@cullinanpm.com.au

As a professional asset manager the Agent collects personal information about you. The information collected can be accessed by you by contacting our office on the above number or addresses.

Primary Purpose

Before a tenancy is accepted the Agent collects your personal information for the primary purpose of assessing the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property.

In order to assess your application the Agent may disclose your personal information to all or any of the following:

- The Lessor / Owners for approval or rejection of your application
- TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to record details of your application for tenancy with the Agent and assess the risk to our clients and verify the details provided in your application.
- Referees to validate information supplied in your application
- Other Real Estate Agents or asset managers to assess the risk to our clients

The Agent may also take into account any information that is disclosed to us by TICA relating to attempts by Debt Collection Agencies, Credit Providers and related person to contact or locate you.

Secondary Purpose

The Agent also has a number of secondary purposes for collecting your information. These purposes are related to your tenancy and as such, will only become applicable if your application for this property is successful.

During and after the tenancy the Agent may disclose your personal information to:

- Tradespeople to contact you for repairs and maintenance of the property.
- Tribunals or Courts having jurisdiction seeking orders or remedies.
- Debt Collection Agencies, Credit Providers and related persons to permit them to contact or locate you.
- TICA Default Tenancy Control Pty Ltd to record details of your tenancy history.
- Lessors / Owners insurer in the event of an insurance claim.
- Future rental references to other asset managers / owners.

In the event of a successful tenancy application the applicant's personal information maybe recorded in the Agent's TICA Virtual Manager System, which will allow the Agent to be advised of any future tenancy applications you make.

Information regarding our data deletion practices can be advised should you wish. The TICA Virtual Manager program will monitor your tenancy applications as part of our Risk Management procedures to protect our landlord's exposure.

The monitoring of your tenancy applications is not a listing on the TICA Tenancy History database. This information is information that would be available to the Agent on a truthfully completed tenancy application form.

If you fail to provide your personal information and do not consent to the uses set out above the Agent cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently the Agent cannot provide you with the property you requested to rent.

Signed by the Applicant/s:

Name: _____ Signature: _____

Name: _____ Signature: _____

Date: _____



TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian Privacy Principles in the Privacy Act 1988.

TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application enquiries and tenancy history. If a member chooses to run a check through the TICA System for risk management purposes, this may result in information being disclosed on your previous rental history; also your current and future managing agent/landlord being advised of your applications.

TICA Assist Pty Ltd (ABN 28137 488 503) is a database Agent that records information from Debt Collection Agencies, Mercantile Agents, Credit Providers, associated industries and related persons.

In accordance with the Australian Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by any of the following ways.

Phone: 190 222 0346 calls are charged at \$5.45 per minute including GST (higher from mobile or pay phone)

Mail: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$19.80

Online: My TICA File provides instant access via the internet for 12 months a \$44.00 subscription fee applies.

All pricing includes GST.

Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organisation other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group.

The personal information that the TICA Group may hold is as follows:

Name, date of birth, drivers license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

Further Information about TICA

Full details about TICA's Privacy Policies and its deletion timeframe policies can be found on TICA's website at www.tica.com.au under Tenant Information and Privacy Policies or by contacting The TICA Group on our Helpline 190 222 0346 calls charged at \$5.45 per minute including GST (higher from mobile and pay phones)

If the applicant/s personal information is not provided to The TICA Group the member may not proceed with assessing the application and the applicant/s may not be provided with the rental property.

Pet Application/Resume

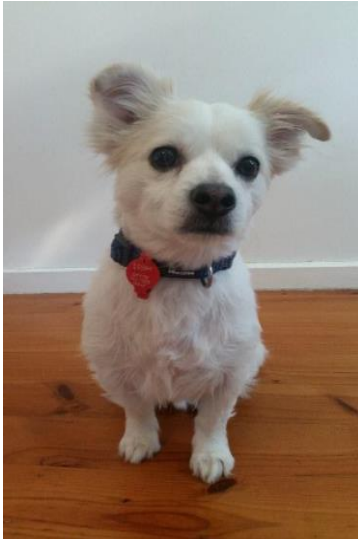


What can I include in a pet application/resume?

- Description of your pet's breed, age, activity level, and temperament
- Characteristics that make your pet suitable for city living
- Something special about your pet's personality
- Examples of your pet's good behaviour
- Obedience training, include certificates if available
- Flea and external parasite prevention
- Intestinal parasite prevention
- Whether your cat uses scratching posts or mats
- Where your pet will be kept on the property
- Vaccination status
- De-sexing status
- References from your veterinarian and pet trainer
- References from previous landlords and/or neighbours
- Microchip and registration details
- Pet insurance or health insurance
- Photos of your pet
- Arrangements for taking care of your pet when you are at work or out of town
- If you have multiple animals describe how well they get along, and how they keep each other company when you're not home

See following example

Harry



The adorable Harry belongs to:
John and Sarah Smith
72 Vale St, Suburban Vale

[Phone] 1234 1234

[Email] smith@suburbanvale.com.au

Description

Harry is a 4 year old Maltese Chihuahua cross. He is an obedient and well behaved dog and a much loved member of our family. Harry is accustomed to unit/apartment style living and will happily spend time relaxing inside or playing outside. Harry is friendly and well behaved and gets along well with other dogs/cats and children.

Training

Harry attended puppy training school in 2013 at the Suburban Vale Dog Obedience School. He is house trained and is able to obey voice commences.

Harry will give a short warning bark if strangers are approaching the house but in general does not bark excessively.

Exercise

Harry is taken on a short walk every evening and loves going to the local off leash dog park for more vigorous exercise which we take him to about once a week.

Harry also loves running on the beach. These activities satisfy his exercise requirements, particularly seeing as he is a small dog.

Health and Grooming

Harry is desexed and microchipped and is registered with the Suburban Vale Council.

His vaccinations are kept up to date and he is taken for regular general health check-ups at our local vet.

Harry is combed regularly and he is professionally groomed every 3-4 months. Harry is given Comfortis Plus regularly which prevents fleas, heartworm and intestinal worms.

About Us

We are responsible dog owners who always clean up after Harry and arrange for Harry to be looked after by family when we are on holidays. We are confident that Harry will make an excellent resident and are willing to sign a pet agreement as part of our lease.

References

Our current landlord can be contacted on telephone 9871 9871. Attached is a letter of recommendation from Harry's veterinarian.

Thank you for your consideration of our application.