



Residential Tenancy Application Form

For your application to be processed you must answer all questions (including the reverse side)

1. AgentDetails

First Fusion Pty Ltd

Ground Floor, Shop 1, 146
Marsden Street,
Parramatta, NSW 2150
Phone: 02 9633 3545
Email: rental@firstfusion.com.au

ID: 19435

2. PropertyDetails

Address		
Suburb	Postcode	
Electricity Meter No		
Lease Term	Years	Months
Date Property is to be occupied / /		
Number of other Applicants to Occupy the Property		
Adults	Children	

3. PersonalDetails

Title	First Name	Initial
Last Name		
Date of Birth	/ /	Age
(Years/Months) Drivers Licence Number	State	
off issue		
Alternate ID (eg passport)	No	
Pension Type (if applicable)	No	
Please provide contact details		
Home Ph	Mobile Ph	
Email		
Occupation	Work No	
Current Address		
Suburb	Postcode	

4. EmergencyContact

Please provide an emergency contact not residing with you

First Name	Surname
Relationship	Phone No
Address	
Suburb	Postcode

5. PaymentDetails

Property Rental	\$	Per Week or \$	Per Month First Payment of
rent in advance	\$		
Rental Bond (1 Month Rent)	\$		
Sub Total	\$		

6. UtilityConnections

connectnow. Phone: 1300 554323
Email: info@connectnow.com.au
Internet: www.connectnow.com.au

A Free Service - Connecting Your Home Services Has Never Been Easier!

connectnow is a simple and convenient time saving service assisting with your Telephone, Electricity & Gas connections to some of Australia's leading providers. connectnow also provide a range of additional services to compliment your household utilities, such as Internet & Pay TV.

This is a value-added service independent of your tenancy application - you are not obligated to use connectnow.

If you would like connectnow to contact you to discuss any of the above services please tick the box and a connectnow representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you within this period please contact connectnow on 1300 554 323 to ensure connection can be completed by your requested date.

It is the responsibility of the Tenant to ensure that the Main Electricity Switch is in the "Off Position" between 7am & 7pm on the day connection is required and that there is easy access to the property.

While the connectnow service is **FREE**, standard service provider connection fees and charges still apply. You pay **NO** extra charges as a result of using the connectnow service.

Please Contact Me **YES**

7. Declaration

A)
I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from 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 authorize the Agent to obtain details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information.

B)
If section 6 is complete please note:
Connection of your utilities will only be initiated once a representative has discussed your details with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s). The privacy of our customers is of vital importance to connectnow.

I consent to the collection of my personal information by Connectnow Pty Ltd ACN 79 097 398 662 for the purposes of arranging for the connection and or disconnection of the nominated moving and connections services and related services, and to providing my personal information contained in this application to the relevant service providers, in accordance with Connectnow's Privacy Policy (which is available for my inspection at www.connectnow.com.au) Connectnow and those service providers may contact me from time to time (including by electronic means) to let me know about new or existing products or services. I understand that I can contact Connectnow at any time if I do not want to receive that information from Connectnow or if I want to update my personal information. I agree that neither connect now nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames, terms and conditions once agreeing to use the chosen service provider. I authorise the obtaining of a National Metering Identifier and or a Metering Installation Registration Number on my residential address to obtain supply details. It is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection and that there is easy access to the meters. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that connectnow may be paid a fee by the service provider and may pay a fee to the Agent in respect of the provision of the service provided to me by connectnow.

Signed: _____ **Date** / /

8. Applicant History

How long have you lived at your current address? Years Months

Name of Landlord/Agent (If applicable)

Phone No

Rent Paid per month \$

Reason for leaving

Was bond repaid in full? Yes No If No, please specify why:

What was your previous residential address?

Suburb Postcode

How long have you lived at your current address? Years Months

Name of Landlord/Agent (If applicable)

Phone No

Rent Paid per month \$

Reason for leaving \$

Was bond repaid in full? Yes No If No, please specify why:**9. Employment Details**

Occupation

Employers Name

Employment Address

Suburb Postcode

Employer Phone No

Contact Name

Length at previous employment Years Months

Net Income \$ Per Week \$ Per Month

10. Previous Employment Details

Occupation

Employers Name

Employment Address

Suburb Postcode

Employer Phone No

Contact Name

Length at previous employment Years Months

Net Income \$ Per Week \$ Per Month

16. How did you find out about this property? (Please Tick)RENTLIST INTERNET OFFICE FOR LEASEBOARD **11. Social Security Benefits**

Type

\$ Per Week \$ Per Month

12. If Student, please complete the following

Place of Study

Course being undertaken

Course Length

Enrolment Number

Parents Name Ph

Campus Contact Ph

Course Co-ordinator Ph

Income

Parents Address Overseas

13. Other Information

Car Registration

Do you have pets? Yes No If Yes, please specify:**14. Personal Referees**

1. Reference name

Occupation

Relationship Phone No

Notes

1. Reference name

Occupation

Relationship Phone No

Notes

15. Office Use Only

Lease Start Date / /

Car Space/Garage

Landlord's Name

Lease to be signed on

Signed: Date / /

OTHER _____

100 POINT IDENTITY CHECK

When making an application to lease a property with First Fusion, you must provide us with copies of identification for verifying your identity. The point system we use is similar to those used in financial institutions.

Application WILL NOT BE ACCEPTED until a minimum of 100 points have been provided.

Please tick (v) the documents that you have provided copies for verification.

Driver's Licence	40		Previous Tenancy Rental Ledger	20	
Passport with Valid Visa	40		Previous Tenancy Reference	20	
Birth Certificate	30		Credit Card/Bank Card	10	
Other Photo ID	30		Utility Bill	10	
Student Card	30		Motor Vehicle Registration	10	
Medicare Card	20		Bank Statement- Deposit Account	10	Compulsory
Payslip (Proof of Income)	20		Private Health Insurance Card	10	

****** A tenant ledger MUST be provided if you are currently renting with a Real Estate agent and Proof of Income is mandatory in all cases except overseas student.******

A holding fee equal to one (1) week rent will only be accepted on prior approval from the landlord. This fee will only reserve the property for the agreed period and you will forfeit this payment, should you decide not to proceed or if the holding period is exceeded.

If your application is successful, the following is required to be provided upon signing of the lease:

Initial payments will only be accepted in the form of a **ONE OF PAYMENT/ MONEY ORDER/ BANK CHEQUE/EFTPOS** (NOT a personal cheque) and these are to be made out to **First Fusion Pty Ltd** as the payee.

- **2 weeks rent in advance.** Rental amounts can be either FORTNIGHTLY or MONTHLY (if requested by the tenant) payments.
- **An amount equal to 4 weeks rent as a Bond.**
- **The bond will be lodged with The Rental Bond Board (as required by the legislation).**

PLEASE NOTE: You will be entering into a Residential Tenancy agreement. A breach of this agreement may result in your details being listed on a tenancy database in accordance with the Residential Tenancies Act.

**ALL APPLICATIONS ARE SUBJECT TO LANDLORD APPROVAL.
IF YOUR APPLICATION IS UNSUCCESSFUL, WE WILL ENDEAVOUR TO NOTIFY YOU AS SOON AS POSSIBLE, HOWEVER A REASON WILL NOT BE PROVIDED AND YOUR APPLICATION WILL BE DESTROYED TO PROTECT YOUR PRIVACY.**

Signed and understood by all applicants:

Dated: / /

DISCLAIMER/AUTHORITY

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further give authority to First Fusion Pty Ltd to check credit reference's, employment details, previous/current rental references, database agencies, personal references and any other searchers that may verify the information provided by me. I also authorise First Fusion Pty Ltd to give information to, by not limited to, the above mentioned parties.

I, the said applicant do solemnly and sincerely declare that I am over 18 years of age and eligible to enter into this agreement.

I, the said applicant, do solemnly and sincerely declare:

I have inspected the property located at

I have of my own account decided that I wish to rent the aforementioned property commencing on the

___/___/___ for a period of _____ months.

I have been informed and understand and agree that the rental for the aforesaid property is to be \$_____ and that this rental is within my means to support.

I have been informed that, understand and agree that the rental for the said property is to be paid every week / fortnightly and is to be 2 weeks in advance at all times.

I have been informed, understand and agree that the bond for the aforesaid property will be \$_____ and I further agree to undertake to pay the said bond on/before signing the tenancy agreement. I further authorize the agent to attend all details regarding the lodgement of the said rental bond with the appropriate authority.

I understand by giving a deposit of one week's rent when I am approved I must take the property otherwise the deposit will not be returned.

I/We agree to the above (all parties MUST SIGN)



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.

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 can not process your application.

Agency Name: _____
(Herein referred to as the "Agent")

Address: _____

Phone: _____ Fax: _____

Email: _____

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 numbers 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: _____

