

MOSS

TENANCY APPLICATION

P: 9489 6622 | F: 9489 5130 | E: info@mossstateagents.com.au

This application must be accompanied by a copy of the applicant's driver's licence, pay slip & bank statement.

Moss Management - 361 High Street, Northcote, Victoria 3070

Web Address: www.mossstateagents.com.au

How Did You Find Out About This Property?	<input type="checkbox"/> (The Age)	<input type="checkbox"/> Internet	<input type="checkbox"/> For Lease Board
	<input type="checkbox"/> (Rental List)	<input type="checkbox"/> Referral	<input type="checkbox"/> Local Agent
	<input type="checkbox"/> Other.....		
Rental Property	Address		
 Weekly Rental \$.....		
Tenancy Requirements	Commencement Date	Length of Tenancy Required	
Applicant's Full Name and Address	Name		
	Address		
Current Rental Details	Current Rent \$	How long have you lived there?	
	Agent/Landlord	t (B)	
Applicant's Contact Details	Why are you leaving?		
	t (Home)	t (Work)	
	t (Mobile)	E-Mail	
	Address		
Previous Address	Rent \$	How long did you live there?	
	Agent/Landlord	t (Business)	
	Why did you leave?		
	Current Employer		
Employment	Your Position	Contact Name	
	Length of employment	t (Business)	Salary P.A
	Date of Birth		
Personal Details	Drivers Licence No.	Registration Number	
	Expiry Date	Car Make/Model	
	Total number of Occupants who will live in this property	Pets? YES/NO	
Occupancy Details	Number of children (if any)	Type of pet	
	Ages of children	Inside or Outside Pet?	
	Name		
Emergency Contact Details	Address		
	Relationship	t (Work)	
Personal/Business	Name	Occupation	t (Work)
References (not relatives)			

I confirm the following:

1. I acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
2. I consent to the information provided in this application being verified and a reference check undertaken.

Application

I, the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises.

I, the Applicant, declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the above premises and wish to apply for tenancy of the premises.

I undertake to pay a rental bond by bank cheque or personal cheque made payable to the Residential Tenancies Bond Authority and to pay the first month's rent by cheque made payable to **Nicholas Moss (Vic) Pty Ltd** upon signing the Residential Tenancy Agreement.

Students to Complete	
University Attending _____	
Name of Course _____	Length of Course _____
Coordinator/Teacher _____	Contact Number _____
Source of Income _____	Income Per Week _____
Student I.D _____	
Parents Name _____	
Address _____	Contact Number _____

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 manager. Please take the time to read this Privacy Statement carefully

As professional property managers, Moss Estate Agents. Collects personal information about you. To ascertain what personal information we have about you, you may contact us.

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 of your tenancy, we may 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*)

Secondary Purpose

We also collect your personal information to

- * Enable us or the Landlord's lawyers in the case of Commercial Tenancy to prepare lease
- * Allow organizations / trades people to contact you in relation to maintenance matters relating to the premises
- * Pay / release rental bonds to / from rental Bond Authorities (where applicable)
- * Refer to Tribunals, Courts, and Statutory Authorities (where necessary)
- * Refer to collection Agents/Lawyers (where default / enforcement action is required)
- * Provide confirmation details for organizations contacting us on your behalf i.e. Banks, Utilities (Gas, Electricity, Water Phone) Employers etc.

PLEASE NOTE THAT ALL INITIAL PAYMENTS MUST BE MADE BY CHEQUE

Applicant's Signature Date:

Agent's Signature Date:

Names of Co Tenants applying for property _____