

Tenant Application

Applicant Name/s

Contact phone

Property address

Date viewed

Rent per week

\$

Important Information

- One application each person is required for every individual over 18 years of age
- This application cannot be processed until it is completed in full
- You will need to provide proof of income capacity to pay the accepted rent
- You will need to attach a minimum of 100 points from the table below

Identification - at least 2 are required

Current passport	40
Current drivers license	40
Other photographic ID	30
Birth Certificate	30
Medicare	20
Bank card	10
TOTAL POINTS	

Identification - at least 1 is required

Payslips x 2	20
Centrelink statement	20
Bank account statement	10
Employment contract/letter	10
Previous rental ledger/reference	20
Tax returns (if self employed)	20
TOTAL POINTS	

Our leasing consultant will contact you within 24-48 business hours. If the application is approved, within 24 hours of acceptance, the Tenancy Agreement is to be signed by all approved lease holders.

Before I have submitted this application I have:

- Attached 100 points of identification from the table above
- Inspected the property both internally and externally
- Completed the application form in full, including the privacy statement

General details

Number of occupants who will occupy the premises

Adults

Children

Are any smokers?

Date you wish to commence tenancy

Pets? Please specify breed, age and if they are indoor or outdoor pets

Applicant

Full name _____ Date of birth _____

Address _____ Place of birth _____

Drivers License number _____ Passport number _____

Vehicle registration _____ Email _____

Mobile _____ Work phone _____

Australian Citizen

Yes/No Expiry Copy attached

Current Tenancy Details

Current address _____ Rent paid per week _____

Length of time at property _____ Name of Landlord/Agent _____

Phone _____ Reason for leaving _____

Is the bond being refunded in full? _____

If no please provide the reason _____

Previous rental history

Current address _____ Rent paid per week _____

Start date _____ Length of time at property _____

Name of Landlord/Agent _____ Phone _____

Reason for leaving _____ Is the bond being refunded in full? _____

If no please provide the reason _____

Current employment details

Occupation _____ Current employer _____

Contact name _____ Contact number _____

Type of employment Fulltime Casual Part time

Length of employment _____ Gross salary/income _____

Comments _____

Centrelink

Please attach your current income statement

Payments are made weekly fortnightly monthly annual

Total amount of each payment _____

Student information

Place of study _____ Course name _____

Payments are made weekly fortnightly monthly annual

Total amount of each payment _____

Course co-ordinator _____ Contact phone _____

Self employment

Company/bus name _____ ABN _____

Accountant name _____ Contact phone _____

Net weekly business income _____

Net weekly income from other sources _____

Please specify all sources of income _____

Additional comments _____

Next of kin

Name _____ Relationship _____

Email _____ Contact number _____

Address _____

Additional comments

Disclaimer:

Authority for ARCHER Canberra to proceed with this application I, _____ do solemnly and sincerely declare that the information contained in this application is true and correct and that all the information given was given of my own free will.

I have inspected the above premises and wish to apply for tenancy of the premises for a period of months at the weekly rental rate of \$ _____, commencing on the _____

The bond and initial rent must be paid by electronic transfer and must be cleared prior to moving in day. These bank details will be supplied to me upon signing the lease.

I understand and agree that ARCHER Canberra will carry out routine inspections on the property. The first inspection will be carried out within approximately 6 weeks, then 3 months and all future inspections following to be 6 monthly. I agree to cooperate to have these inspections carried out.

I understand that the final approval of the tenancy is at the owners' discretion. I agree that should this application not be successful, the agent is not required to supply any reason for the rejection unless the application is declined as a result of my name being listed with a tenancy database.

All applications are approved on the basis that all tenants agree to have rental payments direct debited from a nominated bank account.

If you do not agree to these terms your application will not proceed further.

1. I authorise Snug Technologies Pty Ltd (ACN 616 484 292) and its related bodies corporate (collectively Snug) to collect, store and disclose my personal information in accordance with this Personal Information Collection and Disclosure Authority and the Snug Privacy Policy located at <https://snug.com/privacy/>. I also confirm that I agree to the other Snug legal notices published on the website snug.com including, without limitation, the Bond Cover Terms and Conditions and Website Terms of Use.
2. Without limiting the types of collection and disclosures of information that are permitted by the Privacy Policy, I hereby confirm the following:
 - 2.1 I have authorised Snug and the property manager to disclose my personal information as directed by me from time to time and confirm that Snug may accept directions from me that are communicated via electronic means, including via email or via my account portal within the Snug online platform.
 - 2.2. I have authorised Snug and the property manager to collect and store my personal information including:
 - (a) Information and documents which provide evidence of my identity, including but not limited to my passport or drivers' licence;
 - (b) Information and documents which provide evidence of my employment, income or government benefits; and
 - (c) Information which confirms my tenancy history and creditworthiness including tenancy, migration, court and bankruptcy records, credit check information and rental references.
 - 2.3. I authorise Snug and the property manager to collect rental references and records from third parties, including rental agents, owners, employers or accountant (if self-employed). The personal information that may be collected from third parties includes but is not limited to:

- (a) records relating to my history as a renter, including but not limited to information regarding my rental and bond payment history; and
- (b) such other information as is required by the property manager or property owner in order to consider my rental application.

2.4. I acknowledge that personal information may be collected in writing, images, email or via telephone and records required to be held by law will not be deleted.

2.5. I have authorised Snug and the property manager to undertake a check of a residential tenancy database and acknowledge that if I am listed as a defaulter on that database, my application may be declined and I will be responsible for contacting the database and/or the listing agent in order to negotiate a resolution and/or to arrange for the amendment of my default listing. I authorise the property manager to reasonably add my record to a tenancy database register.

2.6. I authorise Snug and the property manager to disclose my personal information to:

- (a) the property owner(s) or assign such information to a new property manager; and
- (b) utility and renting related referral service providers, including but not limited to information concerning my contact details, prospective rental address, which may be used to obtain the National Metering Identifier and/or the Meter Installation Reference Number, and move in date. I understand that the referral service is free to renters, however Snug may receive a fee in respect of the referral. I agree that it is my responsibility to enter into a contract directly with utility service providers and that I may decline to enter into a contract with any service provider referred to me. I agree that I am solely responsible for all amounts payable in relation to the connection and/or supply of the utility or other services including all standard connection fees and deposits required by various utility or other service providers. Snug and/or the property manager shall not be liable for loss or damages on any basis (including negligence) of whatsoever nature (including consequential loss) in respect of such referral, including without limitation for any failure on the part of a utility service provider to provide services.

2.7. If I have any questions regarding privacy or the collection or disclosure authorisations that have been provided by me, or if I wish to vary or revoke any of the authorisations I have provided, I should contact Snug at privacy@snug.com.

Signed:

Dated: