Application for Tenancy

seminara & CO PROPERTIES

Property details

Address | State | Postcode

Occupants

Other applicants

Lease start date | Rent per week | Lease term

Applicant details

Title ☐ MR ☐ MRS ☐ MISS ☐ MS ☐ OTHER: _____ Gender

Full name

Email | Phone

Date of birth

Business details

Company Name

Trading As

ABN | ACN

Registered Address

Primary Trading Address

Other Trading Locations

Solicitor: | Phone

Accountant | Phone

Business Description

What will the property be used for

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Owners/Partners/Directors - (Guarantor/s)

Title ☐ MR ☐ MRS ☐ MISS ☐ MS ☐ OTHER: _____

Full name

Email | Phone

Date of birth

Title ☐ MR ☐ MRS ☐ MISS ☐ MS ☐ OTHER: _____

Full name

Email | Phone

Date of birth

Business Referees

Organisation name

Name | Phone

Business address

Comments

Organisation name

Name | Phone

Business address

Comments

Organisation name

Name | Phone

Business address

Comments

Property history

seminara & CO PROPERTIES

Current property

Address | State | Postcode

Lease start | Lease end | Weekly rent | Lease term

Reason for leaving

Comments

Agency / landlord details

Name

Phone | Email

Previous property

Address | State | Postcode

Lease start | Lease end | Weekly rent | Lease term

Reason for leaving

Comments

Agency / landlord details

Name

Phone | Email

Personal references

Reference 1

Name | Phone

Email

Relationship

Reference 2

Name | Phone

Email

Relationship

Emergency contact

Emergency contact

Name | Phone

Email

Relationship

Application questions

Do any of the occupants smoke?

☐ Yes ☐ No

Is a posting clause required for the purpose of the Tenancy Agreement?

☐ Yes ☐ No

Are there any pets going to be kept at the property?
If yes, you will need to fill out a pet application form.

☐ Yes ☐ No

Are you applying for Department of Housing bond/rent assistance?

☐ Yes ☐ No

Are you an Australian Citizen or Permanent Resident?

☐ Yes – Australian Citizen ☐ Yes – Permanent Resident ☐ No

Are you bankrupt, a discharged bankrupt, or in the process of declaring bankruptcy?

☐ Yes ☐ No

Is the company currently in debt to any landlord or agent?

☐ Yes ☐ No

Additional comments

Identification

100 points of ID

If you have been known by, or wish to be known by, any other name you will need to include documents that show the change e.g. Marriage Certificate, Deed Poll, Name Change Certificate or similar.

Group A – 70 points each (mandatory to include at least one of these)

- ☐ Birth Certificate
- ☐ Citizenship Card
- ☐ International Travel Document or passport

OFFICE USE

☐ Confirmed

Group B – 40 points each

- ☐ Driver's License or Permit issued
- ☐ Identification Card
- ☐ Student Card

☐ Confirmed

Group C – 35 points each

- ☐ A letter, reference or employment contract from a current employer or a previous employer (for a position you held within the last two years).
- ☐ An official notice from a rating authority, e.g. land rates.
- ☐ Correspondence from the Credit Reference Association of Australia (subject to privacy legislation).
- ☐ A land title issued by Titles Office Records.

☐ Confirmed

Group D – 25 points each

- ☐ Telephone account showing your name, address and phone number
- ☐ Marriage Certificate (for maiden name only)
- ☐ Credit card
- ☐ Foreign driver's license
- ☐ ATM card
- ☐ Council rates notice
- ☐ Medicare card

☐ Confirmed

Point total

Privacy Policy

Authority to Use and Disclosure of Personal Information
I, the Applicant, acknowledge that I have read the Privacy Statement and the Privacy Policy of Semstar Pty Ltd and I do solemnly and sincerely declare that all the information contained on this application is true and correct and has been willingly supplied to assist in the assessment of my application. I hereby authorise and give permission for Semstar Pty Ltd to request, collect and be issued any information required to assess my suitability as a tenant, such as previous rental records, salary/income levels, identity and work history under the provisions of the Privacy Act www.privacy.gov.au. I warrant that I am authorised to make this application and to provide invitations, consents, acknowledgments, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application. I acknowledge that I have been issued with, I have read and understood, and I have retained a copy of the Application.

Primary Purpose
Semstar Pty Ltd 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. By submitting this application, and in accordance with Section 18n(1)(b) of the Privacy Act, I/We authorise the Lessor/Managing Agent to conduct investigations into my suitability as a tenant. These investigations may include my identity, credit worthiness, employment and credit history and/or capacity. These investigations are not limited to the contacts on my application form, and may include other sources such as national databases on tenant histories and also make enquiries of such other persons or agencies as the Owner may see fit. The personal information the prospective Lessee provides in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application, to manage the tenancy and to conduct the Agent's business.

In order to assess your application, the Agent may disclose your personal information to all or any of the following: The Lessor / Owners

- DVS Document Verification Service www.dvs.gov.au
- NTD/Equifax/Veda National Tenant Database 1300 526 836 www.ntd.net.au
- TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd. 1902 220 346 www.tica.com.au
- RPDATA 1300 734 318 www.rpdata.com.au
- BARCLAY MIS 1300 883 916 www.barclaysmis.com.au
- TRA 02 9363 9244 www.tradingreference.com
- InfoTrack https://www.infotrack.com.au/
- www.inspectrealestate.com.au
- Current and Past Employers Referees & Emergency Contacts
- Other Real Estate Agents, Asset managers or Private Landlords of current and previous residences.
- Any person who maintains any record, listing or database of defaults by tenants

Secondary Purpose
Semstar Pty Ltd also has a number of secondary purposes for collecting your information. Personal information collected about the Applicant in this application, during and after the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including to the owner, referees, other agents, third party operators of tenancy reference databases, third party providers of rental bond loans, and prospective buyers of the Premises. Information already held on tenancy reference databases may also be disclosed to the Agent and/or Lessor. 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.
- Tenancy Database.
- Sales agents as directed by the lessor.
- The Owners lawyer, mortgagee & financier or valuer Lessors / Owners insurer in the event of an insurance claim.
- Future rental references to other asset managers / owners.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent. The Applicant can also correct this information if it is inaccurate, incomplete or out of-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy. A detailed copy of our Privacy Policy can be found at https://seminaracoproperties.com.au

Name

Signature

Date