

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 managers. Please take the time to read this Privacy Statement carefully and once completed, return to this office with your tenancy application.

As professional property managers, Precise Property Management collects personal information about you. To ascertain what personal information we have about you, you must contact us at info@preciseproperty.com.au

100 Point Check
To process your application we need to verify who you are. To do this we need to see some identification that adds up to 100 points. The alternatives available to you and the applicable points towards your 100 point check are listed below. Please make copies of the relevant documents

Drivers License	40 points
Passport	40 points
Birth Certificate	30 points
Other photo ID	30 points
Current wage advice	20 points
Previous tenancy reference	20 points
Previous two rental receipts	20 points
Motor vehicle registration certificate	10 points
Bank statement	10 points
Telephone account	10 points
Electricity account	10 points
Gas account	10 points

Note: At least one proof of identification must include a photograph of the tenant

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
- Organizations/Trades people required to carry out maintenance to the premises
- Rental Bond Authorities
- Residential Tenancy Tribunals/courts
- Collection Agents
- Other Real Estate Agents and Landlords

Secondary Purpose

We also collect your personal information to

- Enable us or the Landlord's lawyers, to prepare the lease/tenancy documents on the premises
- 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 to organizations contacting us on your behalf ie. Banks, Utilities (gas, electricity, water, phone), Employers etc.

If your personal information is not provided to us and NTD, and you do not consent to the uses to which we put your personal information we cannot properly assess the risk to our client, or carry out our duties as professional property managers. Consequently, we may not provide you with the lease/tenancy of the premises.

NTD Disclosure Statement

You can contact National Tenancy Database Pty Ltd (ABN 65 079 105 025) ("NTD") by:
Telephone: 03 9610 4996 Facsimile: 03 9620 7339
Email steph@ntd.net.au Website: www.ntd.net.au
In Person: Level 7, 477 Collins Street, Melbourne 3000

Primary Purpose

NTD collects your personal information to provide to its members historical tenancy and public record information on individuals and companies who/which lease residential and commercial property from or through licensed real estate agent members of NTD.

NTD also provides credit information on companies/directors applying for commercial leases.

The real estate agent/property manager will advise NTD of your conduct throughout the lease/tenancy and that information will form part of your tenant history.

NTD usually discloses information to

- Licensed real estate agent members
- NTD's parent company, Collection House Limited (ABN 74 010 230 716) and its subsidiaries
- Credit Bureaus

I acknowledge that I have read and understood this privacy statement.

Signed: _____

Date: _____

Print Name _____

TENANCY APPLICATION FORM



PRECISE
PROPERTY
MANAGEMENT

Leading the Way in Property Management

Telephone: 1300 367 747

Mobile: 0418 940 411

Fax: 03 9439 3347

Email: info@preciseproperty.com.au

www.preciseproperty.com.au

Our office accepts payment of bond & rent by credit card using Rental Rewards

We accept  or  with 

Please nominate your preferred ongoing rent payment method :

- Set & Forget Automatic debit payments from your credit card OR
Rent Reminders Receive an SMS and simply reply 'YES' to pay OR
 Receive an Email and simply reply 'YES' to pay

Register and pay rent by VISA credit card to receive FREE Rent Protection.
Conditions apply, see brochure or www.rentalrewards.com.au

- Rental Rewards Registration form completed (if required)
by Tenant and faxed to (02) 9352 3120