

- This form must be completed in full before submitting – contact our office if you have any questions.
- You will be contacted as soon as practicable in regard to the status of your application. This agency is not obliged to provide a reason for any application that is unsuccessful.
- By signing this form, you acknowledge that you have read and understood the above and that all information provided in this application is true and correct and also agree that the agent is permitted to make independent reference and credit checks in regard to this application.

<b>Today's Date:</b> /        /			
<b>Property Address:</b>			
<b>Proposed Commencement Date:</b> /        /			
<b>Name of Occupier/Business:</b>			
<b>Intended Use:</b>			
<b>Solicitor:</b>			
<b>TENANT DETAILS:</b>			
<b>Title:</b>	<b>First Name:</b>	<b>Middle Name:</b>	<b>Surname:</b>
<b>Please select appropriate:</b> <input type="checkbox"/> Company <input type="checkbox"/> Individual			
<b>Trading As:</b>			
<b>Company Address:</b>			
<b>Postal Address:</b>			
<b>Phone:</b>			
<b>Email:</b>			
<b>Accounts Email:</b>			
<b>ABN:</b>		<b>ACN:</b>	
<b>DIRECTOR/S and/or PERSONAL DETAILS:</b> (Full names and addresses must be provided)			
<b>Title:</b>	<b>First Name:</b>	<b>Middle Name:</b>	<b>Surname:</b>
<b>Personal Address:</b>			
<b>Date of Birth:</b> /        /		<b>Driver's Licence/Passport Number:</b>	
<b>Mobile:</b>		<b>Business Phone:</b>	
<b>Email:</b>			
<b>Title:</b>	<b>First Name:</b>	<b>Middle Name:</b>	<b>Surname:</b>
<b>Personal Address:</b>			
<b>Date of Birth:</b> /        /		<b>Driver's Licence/Passport Number:</b>	
<b>Mobile:</b>		<b>Business Phone:</b>	
<b>Email:</b>			
<b>Title:</b>	<b>First Name:</b>	<b>Middle Name:</b>	<b>Surname:</b>
<b>Personal Address:</b>			
<b>Date of Birth:</b> /        /		<b>Driver's Licence/Passport Number:</b>	
<b>Mobile:</b>		<b>Business Phone:</b>	
<b>Email:</b>			
<b>Please note: If there are additional Directors, please provide exact details via email enquiries@dixoncre.au</b>			

**BUSINESS RENTAL HISTORY:** (If NOT applicable go to Trade References)

Current Address:

Please select appropriate: ☐ Renting through an Agent ☐ Private Rental

Current Landlord/Agent:

Phone:

Period of Occupancy:

**TRADE REFERENCES:** (Accountant and Businesses you have an account with)

1. Business Name:

Contact Name:

Address:

Phone:

2. Business Name:

Contact Name:

Address:

Phone:

3. Business Name:

Contact Name:

Address:

Phone:

**PRIVACY ACT 1998 COLLECTION NOTICE**

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Applicant's identity and to process and evaluate the application. The personal information collected about the Applicant may be disclosed for the purpose for which it was collected, to other parties, including the landlord, referees, financial institutions, other agents, third party operators of tenancy reference databases may also be disclosed to the Agent and/or landlord. The Agent may also disclose information to other parties on the internet. The Agent will only disclose information in this way to other parties to achieve the purpose specified above or otherwise allowed under the Privacy Act 1988. If the Applicant would like to access his/her personal information held by the Agent, they can do so by contacting the Agent at the address and contact numbers contained on this application. 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.

**SIGNED BY THE APPLICANT/S**\_\_\_\_\_  
Signature\_\_\_\_\_  
Full Name\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date\_\_\_\_\_  
Signature\_\_\_\_\_  
Full Name\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date\_\_\_\_\_  
Signature\_\_\_\_\_  
Full Name\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date