



Welcome to the Best Property Rentals – Approved Occupant Form

This form is for a tenant who wishes to receive approval to have an approved occupant live at their rental property.

Before going any further, we recommend that you complete this form with your desired approved occupant, as you will require their signature and photo identification.

Approved Occupant Form

- **Tenant Details**

- CURRENT TENANT NAME

First Last

- PROPERTY ADDRESS*

Address Suburb Postcode

- **Approved Occupant Details**

- NAME OF APPROVED OCCUPANT*

First Last

- RELATIONSHIP TO CURRENT TENANT*

- OCCUPANT'S EMAIL ADDRESS*

- OCCUPANT'S MOBILE PHONE NUMBER*

- **Identification**

- PHOTO ID OF APPROVED OCCUPANT*

Accepted file types: jpg, png, pdf, gif.

- **Privacy**

- **PRIVACY CONSENT***

- Yes
- No

I AUTHORISE THE AGENT TO OBTAIN PERSONAL INFORMATION FROM:

- (a) the owner or the Agent of my current or previous residence;
- (b) my personal referees and employer/s;
- (c) 'TICA' - tenancy default database (Tenancy Information Centre Australia) ph. 190 222 0346
PO Box 120 Concord, NSW 2137
- (d) 'NTD' - National Tenancy Database (Powered by VEDA) ph. 1300 563 826
- If I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I AM AWARE THAT THE AGENT WILL USE AND DISCLOSE MY PERSONAL INFORMATION IN ORDER TO:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow organisations/trades people to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.
- I am aware that I may access the information which I have provided to the Agent on the contact details at the front of this application. I am also aware that the Agent is not obligated to provide to me information which the Agent has collected in the processing of this application.

- **Tenant Acknowledgement**

- **ACKNOWLEDGEMENT BY TENANT***

- Yes
- No

I, on behalf of myself and all other tenants listed on the tenancy agreement, and residing at the specified property, submit this form for an approved occupant and accept any and all responsibility for any damage or issue that may occur as a result of the of the actions or behaviour of the approved occupant.

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- **TENANT SIGNATURE***



- **APPROVED OCCUPANT SIGNATURE***

