



## Privacy Act 1988: APP privacy policy for applicants for a residential tenancy

If you are an individual providing your personal information or your sensitive information to enable the annexed Tenancy Application Form to be completed by doing so you consent to the real estate agency requesting the information and attending to the completion of the Application collecting, holding, using and disclosing it for the primary purposes and the secondary purposes set out below.

The primary purposes are: in relation to and in connection with verifying your identity and in the evaluation of your application and in doing so the estate agency may disclose the information to the landlord and those persons or entities named in the Application and to other third parties reasonably considered by the estate agency as relevant to the evaluation of your application. If your application is successful, the information (or parts of it as may appropriate in the circumstances) may also be disclosed to individuals or entities with whom the estate agency needs to have contact in the management of your tenancy in accordance with good estate agency practice.

The secondary purposes are: to provide details of your tenancy (but not your name or that of your employer) to the REIV or realestateview.com.au Ltd or both for the purpose of documenting and creating data in relation to and in connection with residential lettings for the benefit of members of the REIV, others in property or related industries, and the public; direct marketing, telemarketing or both; advising you of properties the estate agency may have for sale or lease and which the estate agency considers may be of interest to you; complying with the law.

The estate agency will hold your personal information and sensitive information) in hard copy or in electronic form, or both.

The estate agency can be contacted between 9:00 am and 5:00 pm Monday to Friday (excluding public holidays) to provide access to you to update or seek correction of your personal information and sensitive information or to advise that you have withdrawn your consent to the use of your personal information, sensitive information, or both for the primary or secondary purposes or both of them. The estate agency's contact details will be provided to you at the time the Application is completed.

If you consider the estate agency has breached the Australian Privacy Principles you may complain to it by letter, fax or email. The estate agency will promptly consider your complaint and attempt to resolve it with you in a timely manner. If your complaint cannot be resolved, you may refer it to the Office of the Australian Information Commissioner GPO Box 5218, Sydney NSW 2001 or [enquiries@oaic.gov.au](mailto:enquiries@oaic.gov.au)

The estate agency is unlikely to disclose your personal information or sensitive information (if any) to overseas recipients.

The main consequences for you if all or part of your personal information or sensitive information (if any) is not provided is that your Application may not be able to be considered.

I/We \_\_\_\_\_ **Insert name(s) of Applicant(s)**

Acknowledge that I/We have read and understood the contents of this Privacy Collection Notice.

\_\_\_\_\_  
(Applicant(s) to sign)

Date \_\_\_\_/\_\_\_\_/\_\_\_\_