

STORAGE SHED APPLICATION FORM

Application will not be processed until all the required documentation is supplied

REQUIRED SUPPORTING DOCUMENTS

100 Point Identification

Current Drivers Licence	50
Passport	50
Photo ID	30
Concession Card	10
Birth Certificate	10
Bank/Medicare Card	10

Office Hours

Our office is open Monday to Friday 9am - 5pm and Saturday 9am - 12noon.

Required Documents

You will be required to provide supporting documents, these documents must be photocopied and supplied with your application. These documents are listed in the above box. Your application will not be processed if the required documents are not provided to our office.

Approved Application

If your application is approved you will be required to pay 4 weeks rent in advance and a security bond of \$100.00.

PAYMENT OF STORAGE SHED FEES

Payment must be made by the following methods: Direct Deposit or Internet transfer or Centrepay or deposited directly at National Australia Bank.

STORAGE SHED HIRE AGREEMENT

The below named Hirer and the Owner and Management of the storage shed agree the hirer shall rent the below mentioned shed/s on the following terms and conditions namely:

1. The Hirer stores at his/her own risk. The Owner and Management assume no responsibility for items stored. The Hirer's contents are not insured by the Owner or Management.
2. The Hirer may insure the contents of his or her unit.
3. **The storage fee is payable monthly in advance and payments are to be made by Direct Deposit or Internet Transfer or Centrepay**
4. The storage fee may be increased at any time with one month's notice.
5. If the storage fee is not paid within 14 days of the due date, the Management may give the Hirer notice that the Hirer is to vacate the unit forthwith and the Management may secure the unit until the payment of the fee is current.
6. The Hirer is responsible for advising Management in writing of any change of address or telephone number without delay.
7. The Hirer must not attach nails, wire, glue or hang objects from walls, floors, doors etc. of the unit without the permission of the owner.
8. A sump tray must be placed under any internally stored motor or motor vehicle to prevent oil stains on floors.
9. All refrigerators and washing machines must be drained of water and completely emptied of perishables.
10. No mechanical work or spray painting of any kind is permitted.
11. The unit and premises is not to be used as a business venture.
12. The Hirer shall not bring in or keep on the premises any animal (including birds and insects), any perishable goods or any flammable, explosive or other inherently dangerous material. The Hirer shall not store in the premises any item in contravention of the requirements of any legislation or any Rule, Regulation, Ordinance or By-law made pursuant to any legislation or by a Public Authority.
13. The unit and premises are not to be used in violation of any law or for any illegal purpose.
14. The Hirer is responsible for removing his or her own rubbish from the premises:
A cleaning deposit will be held in a trust account until after the end of the tenancy, whereby the shed will be inspected and be deemed either clean or dirty. If the shed is deemed "dirty" the whole deposit will be forfeited. If the shed is deemed "clean" a not negotiable trust cheque will be issued and sent by post to refund the deposit or a refund by EFT.
15. In the event that the Hirer receives a key for entry to a storage shed or shed compound it is the responsibility of the Hirer to return the key to the Management on the day of vacating. Rent will be charged until the key is returned.
Also:
A Key deposit will be held in a trust account until after the end of the tenancy, whereby the key will be deemed either returned or held by the Hirer. If the key is deemed "held by Hirer" the whole deposit will be forfeited. If the key is deemed "returned" a not negotiable trust cheque will be issued and sent by post to refund the deposit, or a refund by EFT.
16. The Hirer shall be deemed to occupy the shed until such time as he/she vacates the shed, leave the shed unlocked, swept, emptied and free from rubbish including exteriors, and until he/she notifies the Owner's manager that the premises has been vacated.
17. No direct sales are permitted from the unit or premises.
18. No sub-letting or assignment to third party, without permission of the owner.
19. If the storage fee is unpaid for the period of one month, the Hirer authorises the Owner and Management to dispose of the goods stored by Auction or otherwise and to account to the Hirer for the proceeds of sales including the deductions there from of all outstanding storage fees and costs and expenses of sale.
20. Charges will apply to the Hirer for each instance when Management has to:
 - i. Make reminder phone calls or write to the Hirer or any other persons in relation to the Hirer's arrears, due to storage shed arrears of more than two (2) weeks.
 - ii. Visit the Hirer or any other persons in relation to the Hirer's arrears of more than two (2) weeks.
 - iii. Have the Hirer's shed swept, cleaned or rubbish removed.
 - iv. Interest will be charged at 11.5% on all rent arrears of more than two (2) weeks.
21. The Hirer authorises the agent to access and check any information that may be listed on the Hirer on the TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available. The Hirer agrees and understands that the agent may report any defaults that may occur from time to time in the hire with TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available. I/We understand that in the event of a default being reported to the TICA DEFAULT TENANCY DATABASE or any other tenancy database, the removal of such information is subject to the guidelines of the database companies.

HIRER'S INITIALS _____

PROPERTY DETAILS

SHED ADDRESS: _____

APPROX. SPACE RENTED: _____ m X _____ m STORAGE FEE:\$ _____ PER _____

COMMENCEMENT DATE: _____ / _____ / _____

HIRER'S DETAILS

SURNAME: _____ GIVEN NAMES: _____

D.O.B. _____ / _____ / _____ Driver's Licence No: _____

PHONE:
(H) _____ (W) _____ (M) _____

CURRENT ADDRESS: _____

FUTURE ADDRESS (if moving): _____

PERSON TO CONTACT IN EMERGENCY

NAME: _____ RELATIONSHIP: _____

ADDRESS: _____ PHONE: _____

NEAREST RELATIVE NOT LIVING WITH YOU

NAME: _____ RELATIONSHIP: _____

ADDRESS: _____ PHONE: _____

I/We the Hirer, hereby agree to the above rules and regulations and do solemnly and sincerely declare that the above information is true and correct.

Signed by Hirer: _____ Date: _____ / _____ / _____

PRIVACY ACT ACKNOWLEDGEMENT FOR HIRER

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process an application, an applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organisation may access a database. In addition an applicant is entitled to know what will happen to their information when it is passed on to the agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a database company other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government departments and other landlords or agents.

I the said applicant declare that I give my permission to the agent to collect my information and pass such information onto TICA Default Tenancy Control Pty Ltd. I further give my permission for my information to be provided to any other tenancy database for the assessment of my application. I further consent to the member of the Database Company to contact any of my referees provided in my application.

I agree and understand that once an application has been lodged with a member of a tenancy database and an inquiry made with a tenancy database my information may be recorded as making an inquiry.

I agree that in the event of a default occurring under a hire agreement, I give my permission to the member of the tenancy database to register any of my details of such a breach with a tenancy database. I further agree and understand that the removal of such information from a database is subject to the conditions of the Database Company.

I understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its members access to information accumulated from members about tenants who have breached their tenancy agreements.

I agree and understand that should I fail to provide the database member with the information and acknowledgements required the database member may elect not to proceed with my application. I agree and understand that a listing with TICA Default Tenancy Control Pty Ltd could have an adverse effect on my ability to obtain future rental accommodation.

I acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 1902 220 346. I agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at \$5.45 per minute inclusive of GST.

SIGNED BY HIRER: _____