



APPLICATION FOR RESIDENTIAL TENANCY FOR

THE JAMES AND JESSIE BROWN COTTAGES

The Landlord: James Brown Memorial Trust

PO Box 196

Blackwood SA 5051 trust@jamesbrown.org.au

Affordable Housing Coordinator; Duncan Norris, Ph 82785444 Mob 0438 655700 Fax 82783944

The Premises: Please select the location/s that the Tenant wishes to apply for:

- Mansfield Park; 18 Chapman Road
- Findon; 4 Winona Street
- Campbelltown; 30 Wicks Avenue
- Klemzig; 338 North East Road
- Clovelly Park; 21 Ash Avenue
- Crafers; 2-4 Fullgrave Drive

Note; for details of current vacancies, rate of rent and bond amount contact the Affordable Housing Coordinator.

The Applicant/Tenant:

I hereby apply to the Landlord for a tenancy with the James Brown Memorial Trust and supply the following details:

Full Name: (Mr/Mrs/Ms/Miss) _____

Current Address _____ Postcode _____

Age: _____ years Date of Birth: _____

Drivers Licence No. _____ Car Registration No. _____

Telephone Numbers: Home: _____ Mob: _____

Pension Type: _____ Pension No. _____

Time at present address: _____ months/years

Previous address (if less than 2 years at present address) _____

Rental History:

Current Landlord/Agent (if no current Landlord, name of previous Landlord/Agent)

Name: _____

Address: _____

Telephone: Home: _____ Work: _____

Reason for vacating current premises: _____

Personal/Business/Key Worker Reference:

1. Name _____ Address: _____

Address: _____ Telephone _____

2. Name _____ Address: _____

Address: _____ Telephone: _____

Name and Address of nearest relative/friend (in case of emergency) _____

Relationship: _____ Telephone: _____

Your support Agency/Carer (if applicable)- To be filled out by Agency/Carer:

We (The Agency/Carer) located at

.....

Phone Fax.....

Email address.....

Support the Tenancy Application for.....

With As the person responsible to provide support to the Tenant

And furthermore

We understand that as part of any successful application that the Tenant must be supported on the following basis and failure to do so will result in the termination of the Tenancy

1. We will visit The Tenant a minimum of once every 4 weeks at The Tenants accommodation.
2. We will contact The Tenant via phone a minimum of once every 2 weeks. Should The Tenant not have a phone The Carer will organize a phone so that The Tenant may be contacted (e.g. dial in only phone)
3. We will ensure that The Tenant has upon commencement of a Tenancy been or has been provided with sufficient food, clothing and furnishings for independent living.
4. Should the Tenant be required to take medication to assist with a Mental Health condition we will ensure that the Tenant is medicated as prescribed and notify the Affordable Housing Coordinator immediately if the Tenant ceases to take prescribed medication for what ever reason.

James Brown Memorial Trust



James and Jessie Brown Cottages Residents Rules

Note all rules apply to Tenants Guests with the Tenant responsible for their behaviour

- 1. No Tenant shall assign or sublet the premises or part thereof.**
- 2. No Tenant shall allow any person other than the intended occupant notified to the Landlord prior to the commencement of this Agreement to remain on the Premises overnight**
- 3. No Tenant shall use or permit the Property to be used for an illegal or unauthorised purpose**
- 4. No Tenant shall cause or permit a nuisance or any interference with the reasonable peace, comfort or privacy of any person who resides in the immediate vicinity of the Property.**
- 5. Tenants shall maintain reasonable noise levels from their Flat, including televisions and stereo systems, so they are not audible by adjoining Tenants**
- 6. Tenants shall peaceably use and occupy the premises as living quarters only.**
- 7. Tenants shall allow access to the premises at all reasonable times to any person authorised by the James Brown Memorial Trust including those persons outlined in any Agreement for Ongoing Client Support.**
- 8. Tenants shall notify the Affordable Housing Coordinator of any necessary repairs and further, not affect any repairs unless so authorised.**
- 9. Tenants shall not deposit any rubbish around the Premises or neighbouring Premises other than in the bin provided for the purpose**
- 10. Tenants shall not keep any animals or birds in their accommodation unless agreed by the Trust beforehand.**
- 11. Tenant shall not affix any fixture or make any renovation, alteration or addition to the premises nor remove any fixtures or fittings such as smoke detectors.**
- 12. Any negligent damage caused to the premises or the surrounds shall be repaired by the Trust at the Residents expense**

James Brown Memorial Trust



**PERSONAL INFORMATION CONSENT
(COTTAGES)**

FORM NUMBER	A 69
ISSUE NO	2
FIRST ADOPTED	January 2001
THIS REVIEW DATE	March 2010
NEXT REVIEW DUE	March 2012

I consent to the James Brown Memorial Trust (“the Trust”) collecting Personal Information about me relevant to both my Tenancy Application and Tenancy (should the application be successful). I understand that the purpose of the collection of this information is required to assist in providing and maintaining accommodation at the Trust’s James and Jessie Brown Cottages

I understand the organisation may use the information for purposes related to their services and may disclose information to other persons such as Carers, Caseworkers or Organisations which require the information to provide and maintain my Tenancy. I have no objection to this.

If requested, I understand that a copy of the Trust’s Privacy and Confidentiality Policy can be posted to me by contacting the Trust by phoning 08 8278 5444

Specifically, I do not wish the following persons to have information disclosed to them.

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I have signed this consent after:

- (a) A member of the Trust has explained to me of the need for information about me to be collected, the nature of that information the purposes for which it will be used and how it will be protected;
- (b) I have had explained to me my rights to verify information held about me and my rights to access that information;
- (c) I believe that I fully understand my rights to privacy in respect of information collected, used and disclosed about me and my rights of access to that information.

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Signature Applicant

Dated: This day of..... 20