

Information Collection Notice



We are required under the **Privacy Act 1988 (Cth)** to notify you when personal information is collected. This notice applies to tenancy applications, enquiries, inspections, and all property-related services.

1. What Information We Collect

We collect personal information including:

- Identity and contact details
- Employment and income information
- Rental history and references
- Financial and banking details
- Supporting documents provided in applications
- Property-related records and correspondence

2. Purpose of Collection

Your personal information is collected for the purpose of:

- Assessing tenancy applications
- Managing residential tenancy agreements
- Providing property management services
- Communicating with tenants, owners, and service providers
- Meeting legal and regulatory obligations

3. Disclosure of Information

Your personal information may be disclosed to:

- Property owners and managing agents
- Tenancy databases and property management software providers
- Contractors and service providers
- Financial institutions and payment systems
- Government agencies, courts, or tribunals (including ACAT) where required by law

4. Consequences of Not Providing Information

If you do not provide the requested information, we may be unable to:

- Process your application
- Approve tenancy arrangements
- Provide property management services

5. Collection Requirement Notice

By submitting an application or enquiry (including online forms), you acknowledge that:

- Your personal information is being collected at or before the time of collection
- You have been informed of the purpose and disclosure of your information

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