

# Tenant Transfer Form

## Rental Deposit Authority

Send original copy to GPO Box 1244, Hobart, TAS 7001

\*Indicates Mandatory

THE RENTAL DEPOSIT AUTHORITY (RDA) WILL NOT PROCESS FORMS WITH ERASURES OR ALTERATIONS - LEAVE UNUSED FIELDS BLANK

### Details of Bond (from Bond receipt)

Bond Number\*

Date of Transfer\*

 /  / 2 0 

### Tenant Information

Outgoing Tenant 1 Family Name\*

Given Name\*



Email Address

Signature\*

Never sign a blank form

x

Daytime Telephone Number\*

Outgoing Tenant 2 Family Name\*

Given Name\*



Email Address

Signature\*

Never sign a blank form

x

Daytime Telephone Number\*

Outgoing Tenant 3 Family Name\*

Given Name\*



Email Address

Signature\*

Never sign a blank form

x

Daytime Telephone Number\*

### Incoming and continuing Tenant Information

Continuing/Incoming Tenant 1 Family Name\*

Given Name\*



Email Address *Mandatory if the email box is marked*

Signature\*

Never sign a blank form

x

Mobile Telephone Number\* *Mandatory if the SMS is marked*

Preferred mode of contact\* *Mark X in one box only*

SMS  Email  Post

Continuing/Incoming Tenant 2 Family Name\*

Given Name\*



Email Address *Mandatory if the email box is marked*

Signature\*

Never sign a blank form

x

Mobile Telephone Number\* *Mandatory if the SMS is marked*

Preferred mode of contact\* *Mark X in one box only*

SMS  Email  Post

Continuing/Incoming Tenant 3 Family Name\*

Given Name\*



Email Address *Mandatory if the email box is marked*

Signature\*

Never sign a blank form

x

Mobile Telephone Number\* *Mandatory if the SMS is marked*

Preferred mode of contact\* *Mark X in one box only*

SMS  Email  Post

Continuing/Incoming Tenant 4 Family Name\*

Given Name\*



Email Address *Mandatory if the email box is marked*

Signature\*

Never sign a blank form

x

Mobile Telephone Number\* *Mandatory if the SMS is marked*

Preferred mode of contact\* *Mark X in one box only*

SMS  Email  Post

### Property Owner / Agent Details

Agent ID

Property Owner Family Name/ Business Name\*

Signature\*

Never sign a blank form

Or

First Name\*

x