



Use Blue or Black pen only

Write in CAPITAL letters inside the boxes

Property Owner / Agent Transfer Form

Rental Deposit Authority

Send original form to PO Box 56, Rosny, TAS 7018

* Indicates Mandatory Fields

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

Details of Bond (from Bond receipt)

Bond No* / / 2 0

Property Details (from bond receipt)

Room / Unit No. Street No.* Street Name*

Suburb* State* T A S Post Code*

Type of Premises Mark X in one box only
Separate House Flat or unit or apartment Terrace or townhouse or Semi-detached Caravan Other →

Current Tenants

Tenant 1 Family Name* Given Name*

Tenant 2 Family Name* Given Name*

Tenant 3 Family Name* Given Name*

Tenant 4 Family Name* Given Name*

Outgoing Property Owner / Agent Details (from Bond receipt)

Agent ID Or Property Owner Family Name / Business Name* Given Name*

Email Address Signature* Never sign a blank form
X

Daytime Telephone Number* Date of Transfer / / 2 0

Incoming Property Owner / Agent Details

Agent ID Or Family Name / Business Name*

Given Name* Mobile Number *Mandatory if the SMS box is marked* P.O. Box No.

Room / Unit No. Street No.* Street Name*

Suburb* State* Post Code*

Email Address *Mandatory if the email box is marked* Signature* Never sign a blank form
X

Preferred mode of contact* Mark X in one box only
SMS Email Post

RDA LLAGNFSR02-100709 Personal information will be collected from you for the purpose of maintaining a register of persons holding an interest in a security deposit pursuant to the Residential Tenancy Act 1997 and will be used by the Department for purposes permitted by that Act. Failure to provide mandatory information may result in the inability to process your form. Your basic personal information may be disclosed to other public sector bodies where necessary or if required by law. Personal information will be managed in accordance with the Personal Information Protection Act 2004 and may be accessed by the individual to whom it relates on request to the Department. You may be charged a fee for this service.

Office Use Only