PUBLIC ENQUIRY DEPARTMENT
P.O. BOX 120
CONCORD NSW 2137
TEL: 190 222 0346
Calls charged at $5.45 per minute, higher from mobile and payphones
FAX: 02 9743 4844
ABN: 84 087 400 379

TICA Access Request

Before completing this form and faxing/mailing it back to TICA it is agreed that:

1. The Credit Card holder must be the person requesting information.
2. Minimum requirement being all information with an asterisk (*) must be completed in this request, should these requirements not be met TICA will not process your request and no refund is applicable.
3. Upon receipt of your request your details will be entered into our system and all reports will be generated. This will be forwarded to our account department to process the credit card payment, once approved report will be forwarded to you.
4. If Option 2 is selected, you agree to the terms and conditions found at http://tenants.tica.com.au/termsandconditions.htm.

Applicant's Details. Please print clearly. Fields marked with a ***** must be completed

Given name:* _____ Surname:* _____

Licence No _____ DOB:* _____

Passport No: _____ Phone No: _____

Current Address: _____

Please select one of the following options. Please print clearly.

☐ **Option 1 - $33 - One off hardcopy TICA Report**

Return Details- Select **one** return option to receive your one off report from TICA.

☐ Fax: _____ ☐ Email: _____

☐ **Option 2 – $55 – Online Service:** Initial online TICA Report and email updates for 12 months on your file.

Return Details- Fill out required details below and you will receive your login and password.

Mobile No:* _____ Email:* _____

I hereby confirm that I have read and agree with the Privacy Statement with respect to TICA's access request.

Applicant Signature: _____

Credit Card Payment Authority: Please charge my Credit Card for the amount of $ _____

Credit Card Type: ☐ MasterCard ☐ Visa

Cardholder Name: _____ Cardholder Signature: _____

Card Number: **Expiry Date:** **Security Code**

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Privacy Statement for TICA - Access Request

We are required at law to advise you of your rights in relation to your privacy.

The information supplied by you to TICA is required by TICA to prove who you are and that you made an inquiry about yourself. This information has been obtained to protect your privacy and your rights. The information you have provided is protected under the Privacy Act and TICA has a legal obligation to protect the information you have just provided from any misuse.

The information you have supplied to TICA can only be used for one purpose and that is for you to inquire if your name has been listed on any of the TICA databases.

None of the information provided to TICA in this request can or will be passed on to any other person or corporation in any circumstances whatsoever. In the event that you may be listed on the TICA database none of the information provided by you in this request will be passed onto any member that has listed you.

The information provided by you in this request will remain on the TICA Public Inquiries Data Base for a period of four years. The TICA Public Inquiry Database is only used by TICA for internal purposes. Information contained within our Public Inquiry Database can only be passed on to government departments and or government agencies both state and federal as defined in the Privacy Act and as required by law.