**Notice of tenancy database listing**

***(To be given to prospective tenants by the property manager / owner to comply with SS 458B, 459C of the Residential Tenancies and Rooming Accommodation Act 2008).***

You were previously advised that when (XYZ Real Estate) reviews a prospective tenant application for a property, we check the applicant’s rental history by using the following tenancy databases:

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**Our search has found that your personal information is recorded in a tenancy database.**

**Who listed me on the database?**

[ ]  The information on the database was listed by (xyz real estate/property manager/owner) on (date of listing).

[ ]  There are no details contained in the tenancy database about the person who listed you.

**What can I do now?**

1. You can obtain a copy of the listing by contacting (XYZ database service) at

(contact details)

………………………………………………………………………………………

*Please note that you must put your request in writing. The database operator is required by law to give you the information within 14 days after the written request is made. The database operator is able to charge you a reasonable fee for providing the information to you.*

1. You can also obtain a copy of the personal information recorded on the database from the person who originally listed you, being (listing officer’s name) at

(contact details)

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*Please note that you must put your request in writing. The lessor or lessor’s agent who listed the personal information is required by law to give you the information within 14 days after the written request is made. The lessor or lessor’s agent is able to charge you a reasonable fee for providing the information to you.*

**How can I have the listing removed or amended?**

If you disagree with the information listed about your rental history and would like the information amended or removed you can talk to the listing person and try to reach an agreement. If that fails, you can:

* Lodge a *Dispute resolution request* (Form 16) with the Residential Tenancies Authority who can assist in attempting to negotiate an agreement about a listing, or
* Apply to the Queensland Civil and Administrative Tribunal for an order stating that a person must have the tenant’s name or other personal information removed or make changes as appropriate.

*Please note that an application about a listing that contravenes section 459 of the Residential Tenancies and Rooming Accommodation Act 2008, must be lodged with the Tribunal within* ***six months*** *of the tenant becoming aware of the alleged breach.*

**Where can I get further information?**

If you would like more information about tenancy database laws you can visit the Residential Tenancies Authority’s website at [rta.qld.gov.au](http://www.rta.qld.gov.au) or call 1300 366 311.