

Residential Tenancy Application Form

For your application to be processed you must answer all questions

1. Agent Details



2. Please read prior to completing your Application.

One application is to be completed per person. This Application cannot be processed until it is completed including copies of supporting documents as required for 100 Points Identification Check. Refer to the following list of accepted documents and point value of each. Documents are to include a Drivers License, Passport or 18+ CARD with the original copy required for verification when submitting your Application in person.

DOCUMENTS ACCEPTED FOR IDENTIFICATION CHECK	Points per Document
<input type="checkbox"/> Drivers License, Passport, Birth Certificate	40
<input type="checkbox"/> 18+ Card, Other Photo ID, Recent or Current Pay Advice, Previous Tenancy Ledger	30
<input type="checkbox"/> Previous four rent receipts	20
<input type="checkbox"/> Current vehicle registration certificate, Bank Statement, Credit Card Statement, Telephone, Electricity, Gas Accounts, Pension Card, Health Card Card	10

3. Property Details

Address _____

Suburb _____ Postcode _____

Lease Term _____

Date Property is to be occupied _____

Number of other Applicants to Occupy the Property _____

Adults _____ Children _____

4. Personal Details

Title _____ First Name _____ Initial _____

Last Name _____

Date of Birth _____ Age _____

Drivers Licence Number _____ State of Issue _____

Alternate ID (eg passport) _____ No _____

Pension Type (if applicable) _____ No _____

Please provide contact details _____

Home Ph _____ Mobile Ph _____

Email _____

Occupation _____ Work No _____

Current Address _____

Suburb _____ Postcode _____

5. Emergency Contact

Please provide an emergency contact not residing with you _____

First Name _____ Surname _____

Relationship _____ Phone No _____

Address _____

Suburb _____ Postcode _____

6. Payment Details

Property Rental \$ _____ Per Week _____

First Payment of rent in advance \$ _____

Rental Bond (1 Month Rent) \$ _____

Total (Bond + 2 weeks) \$ _____

7. Applicant History

How long have you lived at your current address? _____

Name of Landlord/Agent (If applicable) _____

Phone No _____

Rent Paid per month \$ _____

Reason for leaving _____

Was bond repaid in full? Yes No If No, please specify why: _____

8. Employment Details

Occupation _____

Employers Name _____

Employment Address _____

Suburb _____ Postcode _____

Employer Phone No _____

Contact Name _____

Length of employment _____ Years _____ Months _____

Net Income \$ _____ Per Week _____ \$ _____ Per Month _____

9. Social Security Benefits

Type _____

\$ _____ Per Week _____ \$ _____ Per Month _____

10. Other information

Car Registration _____

11. Declaration

A)

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing or database of default by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information.

I have been offered and/or seen a copy of the lease agreement & by laws for the property

Print Name: _____ **Date:** _____

Signature: _____