



Residential Tenancy Application

Each prospective tenant should complete a *Residential Tenancy Application* form

Property Details

Property Address			
Property Rent Per week \$		Bond \$	
Lease Length		Proposed Commencement Date / /	
Number of Occupants	Adults	Children	Age
Pets Y / N	If yes, pet type and registration number		
Are you a smoker? Y / N			

Applicant Details

Full Name	D.O.B / /
Email	Contact number
Emergency Contact Person	Contact Number

Rental Reference

Current Address	
Landlord or Agent Name	Contact number
Email	Time at this address
Reason for Leaving	

Previous Address	
Landlord or Agent Name	Contact number
Email	Time at this address
Reason for Leaving	

Employment Reference

Current Company	Full Time / Part Time / Casual
Position here	Length of Employment
Managers Name	Contact Number
Address	Weekly Salary Income \$
Other weekly income (eg. Investments) \$	Centrelink Payments (If Any) \$

Previous Company	Full Time / Part Time / Casual
Position here	Length of Employment
Managers Name	Contact Number
Address	Weekly Salary Income \$

Other References

Name	Contact Number
Relationship	

Name	Contact Number
Relationship	

Name	Contact Number
Relationship	

Declaration

I declare that the information given on this form is true and correct to the best of my knowledge.

Signed	Date
Print Name	

Tenancy Disclosure Statement

The information on this form is being collected by Okas Property Group Pty Ltd. It is a condition of application for tenancy that you consent to the collection and use of your personal information by Okas Property Group Pty Ltd. We require this information so that we may consider your application to tenant/lease a property. We may provide any or information provided to us by any party to any third-party including landlords, landlord agents and solicitors and various government or statutory authorities in the interests of openness and transparency between all parties concerned. We may also contact personal and credit referees you nominate and exchange personal information according to normal commercial practice. Your personal information will be added to our database and may be used for the secondary purpose of providing you with further information about properties and services offered by Okas Property Group Pty Ltd. It is your responsibility to ensure information you provide is correct at all times.

Signed	Date
Print Name	

National Tenancy Database Disclosure Statement

You can contact the National Tenancy Database Pty Ltd, ABN 26 000 602 862 by means of;

Address P.O Box 1321650 George St, Brisbane QLD 4003

Phone 03 8629 1608

Website www.ntd.net.au

Fax 03 8629 1650

Primary Purpose - NTD collects your personal information to provide its members and others listed below, historical tenancy and public record information on individuals and companies who/which lease residential and commercial property from or through licensed real estate agent members of NTD. NTD also provides credit information on companies/directors applying for commercial leases. The real estate/property manager will advise NTD of your conduct throughout the lease/tenancy, and the information will form part of your tenant history.

NTD usually disclosed information to:

- Licensed real estate agent members
- NTD's parent company, collection house limited
- Credit bureaus

If your personal information is not provided o NTD the real estate agent/property manager will not be able to carry out their professional responsibilities and will not be able to provide you with a lease/tenancy of the premises.

<i>Signed</i>	<i>Date</i>
<i>Print Name</i>	

Declaration Statement

I acknowledge that;

- This 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. No action will be taken against the landlord or agent if the application is unsuccessful or should the premises not be available for occupation on the due date for whatever reason; and
- I am responsible for connection and payment of gas, electricity, telephone and water consumption. I acknowledge that I am responsible to turn the main power switch off before power is connected. Okas Property Group Pty Ltd cannot confirm that any telephone line to the property is operable or able to be reconnected. It is the tenant's responsibility to check with the telephone provided to confirm the line arrangements and pay for line connection; and
- That the premises are a 'Smoke Free Zone' and will ensure that they and their invitees do not smoke inside the premises.

During my inspection of this property I found it to be in reasonably clean condition and I accept the property in the current condition. If this is not the case, please indicate the items you would like attended to prior to your tenancy, while acknowledging that these items are subject to owners' approval.

<i>Signed</i>	<i>Date</i>
<i>Print Name</i>	

Utility Connection Services

Connect now, call 1300 889 598 or visit www.connectnow.com.au

Connect now is dedicated to helping you move home more easily. We can connect our utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnection and offer a range of additional services, such as cleaning and food services, revivalists and vehicle hire. It's a free service, standard service provider connection fees and charges still apply.

By signing this form, you consent and agree to the following – Connect now Pty Ltd, ABN 79 097 398 682, will collect, use and disclose your personal information to contact you about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services, see connect now's privacy policy for further details, including your rights to access and correct the information held about you at www.connectnow.com.au. Third part service providers, who may transfer your data overseas, may have their own privacy policy which you can request from them. You consent to connect now to continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, connect now is not responsible or liable for delayed or failed connections or the service providers connection charges which you must pay to them directly. Connect now may be a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connect and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applications and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

[] **Yes, I accept the terms. Please call me to connect my new home services**

Signed	Date
Print Name	

Instructions for the Applicants

Please note that we require the following documents in support of your tenancy application. Unsigned and incomplete applications will NOT be processed.

Please provide as many of the following as you can to accompany your application:

Proof of Identification (Including photo ID)

- Birth Certificate and/or passport
- Driver's license
- Medicare card
- Identification/Student card

Rental History

- Two previous rental receipts (if direct deposit, please provide a copy of your bank statement)
- References from previous landlord/agent
- A copy of the lease agreement
- Tenancy ledger (This can be obtained from your current managing agent)

If you do not have rental history (ie. You have previously owned a property), please provide us with proof of your ownership such as council rates.

Proof of Residential Address

- Phone, water, electricity or gas bill
- Current motor vehicle registration papers

Proof of income

- Two previous pay slips or written reference from your employer confirming you position, salary and duration of service with the company
- If you are self-employed, please provide a copy of the business registration and your most recent tax return

