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PLEASE READ FOLLOWING PRIOR TO SUBMITTING APPLICATION

- One application per person.
- Each applicant must provide 100 points of identification.
- Each applicant must provide proof of their current address by way of correspondence sent to that address and or drivers licence
- Provide proof of income (2 current pay slips/Centrelink income statement/ bank statement/ tax return).
- Page 2 you must supply 1 BUSINESS & 1 PERSONAL references, they are not relatives.

Our office hours are Monday - Friday 8:30am - 5:00pm.

We will endeavour to process your application within 24 hours, however this depends on availability of references.

Incomplete applications will not be processed.

If your application is approved by the Lessor, you will be required to pay a holding deposit, the equivalent of one weeks rent immediately after being approved. It is also your responsibility to contact Ergon Energy and arrange the power connection.

I acknowledge that prior to moving i	nto the prope = \$ = \$	erty 1 will be	required to pay t	he following;	
I acknowledge that prior to moving i Rent - 2 Weeks		erty 1 will be	required to pay t	he following;	
·	nto the prope	erty 1 will be	required to pay t	he following;	
Tent or 7					
I would like a tenancy agreement for rent of \$	r a period of_	mon	ths commencing o	on// at a week	ily
					<u> </u>
If NO I would like to request the follo	owing;				
I found the property in satisfactory of	condition	YES	NO		

Rent is required to be one week in advance at all times. Our office has a no tolerance policy for late rent payments. Therefore, prior to moving in you are required to pay 2 weeks rent.

You will then be required to pay the weekly rent again one week after the lease commencement.

100 POINTS OF IDENTIFICATION

30 POINTS Passport
Drivers Licence
18+ Card
Uni or TAFE Card
Other Photo ID

20 POINTS Birth Certificate
Healthcare Card
Pension Card
Previous Rental Ledger
Bond Refund History

10 POINTS Bank Card Proof of In

Proof of Income, Wage Slip/Bank Statement Phone/Electricity/Gas Account Motor Vehicle Registration papers Written References

Please sign below stating you have read & agree to all of the above:

ure	Date	//
PERSONAL DETAILS		
Name:		_ Phone (H):
Previous Name or nick name (if applicable)):	_ Phone (W):
Email:		_ Mobile:
Car Registration Number:		
Drivers Licence/18+ Card Number:		_ Passport Number:
Drivers Licence/ 18+ Card State:		
Are you a smoker? YES NO		
Current Address:		
Situation: Renting/Owned/Other	Other Situation:	
Period of Occupancy/Tenancy:		
Landlord/Agent Details of this Property:		
Name:		Phone:
Name: Payment period: We	ekly/ Fortnightly/ Mor	nthly (please Circle)
Reason for leaving:		
Previous Address:		
Situation: Renting/Owned/Other	Other Situation:	
Period of Occupancy/Tenancy:		
Landlord/Agent Details of this Property: _		
Name:		Phone:
Rent: Payment period: Weekl	ly/ Fortnightly/ Month	lly (please Circle)
Reason for leaving:		
EMPLOYMENT DETAILS		
Current Occupation:		
Employer/Business Name/ Centrelink Deta		
Employment type:		Weekly Income:
Contact:		The state of the s
BUSINESS REFERENCE:		
Business Reference (Company)		
Name:		
Position in Company:		
Position in Company:		
Contact number:		
PERSONAL REFERECNE- Not to be fami	ily.	
Personal Referee:		
DI		
Phone:		

EMERGENCY CONTACT						
Next of Kin:		Relation	onship:			
Mobile:	Phone (H):		Phone (W):		
Address:						
Other:		Relati	onship:			
Mobile:	Phone (H):		Phone (V	V):		
Address:						
	equired in case we need to contact contact details are not responding		natter of urg	ency	arising from y	our/
OCCUPANT DETAILS						
	Number of Children (under 18 y	ears):				
	minors to reside at premises:	,				
1		Date of I	Birth:	/	/	
					/	
					/	
		Date of I	Birth:	/	/	
5		Date of	Birth:	/	/	
6		Date of	Birth:	/	/	
PET DETAILS						
1.Type:	Breed:	Sex:	Age:		Desexed:	
2.Type:	_ Breed:	_ Sex:	Age:		Desexed:	
USE OF THE PREMISES						
Will the premises be used	for business purposes?		es 🔲 No			
Will waterbed/s be installed	ed in the premises?	Y	es No			
Have you ever been evicte If Yes, why	·	Yo	es 🗌 No			
Are you currently in debt t	o any landlord or agent?		es 🗌 No			
If Yes, why		_				
Was your bond refunded i	n full at your last rental property?		es 🗌 No			
If No, why		_				

TERMS OF APPLICATION

DECLARATION

The Applicant declares:

That all the above details are true and correct

That the agent is authorized to cross reference relevant detail against the listed references and check through any reference check organization that the agent may be affiliated with.

I/We the Applicants offer to rent the premises from the owner under a residential tenancy agreement drawn up by the agent and pay the amount in item (1) upon signing of a residential tenancy agreement by a method acceptable to the agent (e.g. money order, bank transfer, cheque etc.). Such payments to be cleared funds prior to occupancy.

PRIVACY STATEMENT

The agent collects and uses your personal information obtained from you as the applicant to provide the services required by you or on your behalf. You as the applicant agree the agent may collect, use or disclose your personal information in accordance with and subject to the Privacy Act 1998 (CTH) for (where applicable) marketing, sales promotion, and administration and as required for legislative and regulatory requirements relating to promotion administration and use of the agents products and services. Without provision of certain information the agent may not be able to act effectively or at all on the principals behalf. The applicant has the right to request the agent provide details of such information and also correct any inaccurate or out of date information.

DISCLAIMER/AUTHORITY

I, the said applicant, do solemnly and sincerely declare that the information contained in the application is true and correct and that all of the information was given of my own free will. I will further consent to the lessor/agent contacting and or conducting any enquiries and/or searches with regard to the information and references supplied in this application.

I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and have read and understood the contents of this agreement and have the competence and capacity to this agreement.

I further confirm and declare that:

- 1) I have been informed, understand and agree that the lessor/agent will carry out an inspection on a three monthly basis and I further warrant that I will co-operate fully to allow this inspection to be carried out.
- 2) I have been informed, understand and authorise the letting agent to attend to all details regarding the bond lodgement of the said rental bond with the appropriate authority.
- 3) I have been informed, understand and agree the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed tenancy application submitted by me. I further consent to the agent carrying out any enquiries necessary to process my application for tenancy.
- 4) I have been informed, understand and agree should there be a requirement to commence proceedings for the recovery of rent, repairs, an/or damage to the above said property during the term or at the expiration of the tenancy agreement, all costs associated with these proceedings shall be able to be recovered from me.
- 5) I further consent to the agent disclosing all personal information that they may hold for the purpose of listing my name with a data base as a result of outstanding rent, repairs and/or damage the occurs during my period of tenancy.
- 6) I have been informed and understand that this property may be covered by a landlord assistance plan and in this case, I further consent to the agent supplying my personal information to landlord assistance plan Pty Ltd.
- 7) I have been informed, understood and agree that should this application not be accepted, the agent is not required or obliged to disclose why or supply any reason for the rejection of this application unless the application is denied as a result of my name being listed with a tenancy data base.
- 8) I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any tenancy data base/s that they use, subject to the tenancy data base's complying with the provisions of the privacy act.
- 9) I have been informed, understand and acknowledge that the agent has the contact details for the tenancy data base/s they use and that the agent will supply these contacts should I request the contact details.

Applicants Signature	:	Date:
Applicants Name: _		