



VISION REAL ESTATE QLD  
2/201 Victoria Street, Mackay  
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**APPLICATION FORM  
RENTALS**

**ADDRESS OF PROPERTY APPLYING FOR:**

\_\_\_\_\_

Date: \_\_\_\_\_

No. Adults Applying (18+) \_\_\_\_\_ No. Children: \_\_\_\_\_

Names & Ages of Children: \_\_\_\_\_

Pets on Premises: Yes / No Age & Breed: \_\_\_\_\_

**PERSONAL DETAILS**

Name: \_\_\_\_\_

Phone Numbers: Work \_\_\_\_\_ Mobile \_\_\_\_\_ Home \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Email: \_\_\_\_\_

**EMPLOYMENT DETAILS**

Occupation: \_\_\_\_\_ Current Employer: \_\_\_\_\_

**Contact Name (Manager):** \_\_\_\_\_ **Contact Ph (Manager):** \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Income after Tax: \$ \_\_\_\_\_

Details: Casual / Full Time etc: \_\_\_\_\_

**SELF EMPLOYED**

Name of Business: \_\_\_\_\_ Day Phone Number: \_\_\_\_\_

Length of Employment: \_\_\_\_\_ Accountant (Confirm Income): \_\_\_\_\_

Please attach last tax return statement or profit loss statement or bank statement

**PREVIOUS EMPLOYMENT**

(If employment is less than 3 Months)

Previous Employer: \_\_\_\_\_ Contact Name (Manager): \_\_\_\_\_

Contact Number (Manager): \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Income after Tax: \$ \_\_\_\_\_

**CENTRELINK**

Unemployment: Yes / No

Pension: Yes / No

Will you be applying for a Bond Loan? Yes / No

Will you be applying for Rent Assistance? Yes / No

Number of Cars on Property? \_\_\_\_\_ Car Registration #'s \_\_\_\_\_

Drivers Licence No. \_\_\_\_\_

**CURRENT ADDRESS**

Address: \_\_\_\_\_ owned / rented/boarding

Reason for Leaving: \_\_\_\_\_

Current Rent: \_\_\_\_\_ Period: \_\_\_\_\_

Agent / Landlord: \_\_\_\_\_ Landlords Ph Number: \_\_\_\_\_

Comments: \_\_\_\_\_

**PREVIOUS TENANCY HISTORY - RESIDENTIAL DETAILS**

(Please supply at least 3 years worth of Tenancy History)

Address: \_\_\_\_\_ Previous Rent: \_\_\_\_\_

Period: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Agent / Landlord: \_\_\_\_\_ Landlord's Ph Number: \_\_\_\_\_

Bond Refund: \_\_\_\_\_

Address: \_\_\_\_\_ Previous Rent: \_\_\_\_\_

Period: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Agent / Landlord: \_\_\_\_\_ Landlord's Ph Number: \_\_\_\_\_

Bond Refund: \_\_\_\_\_

**REFERENCE (Personal)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ How Long Known: \_\_\_\_\_

**REFERENCE (Business)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ How long known: \_\_\_\_\_

**EMERGENCY CONTACTS**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_



**PRIVACY ACT ACKNOWLEDGEMENT**

In accordance with the privacy act I/We the undersigned authorize the recipient of this fax request any information to Vision Real Estate Qld regarding our/my rental history. I/We understand that information will be used to assess my/our application.

**All information supplied to Vision Real Estate is treated confidentially.**

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_ Date Signed: \_\_\_\_\_

(Note: - Must be signed before an application form can be started)

**OFFICE USE ONLY : RENTAL REFERENCE**

Address of Property: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Real Estate Agent / Private Landlord: \_\_\_\_\_

**PREVIOUS PROPERTY MANAGER'S COMMENTS**

**Please Provide Information on:**

Period of Occupancy: \_\_\_\_\_ Was the applicant listed as a Lessee? Yes / No

Weekly Rent Amount: \_\_\_\_\_ Was the Lessee ever in Arrears? Yes / No

Any Remedies and Reason: \_\_\_\_\_

Notice to Leave and Reason: \_\_\_\_\_

Date Vacated: \_\_\_\_\_ Were the gardens / yard maintained? Yes / No

Inspection Details / Damage Noted: \_\_\_\_\_

Did your office terminate tenancy? Yes / No

Pets Kept with / without permission? Yes / No

Was the property left clean & tidy? Yes / No

Bond Refund Details: \_\_\_\_\_

Details of disputes with applicant: \_\_\_\_\_

Outstanding Monies: \_\_\_\_\_

Would you rent to this tenant again? Yes / No

Confirmed By: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please complete and return with a rental ledger to Vision Real Estate Qld  
Ph:49 514 999 Fax: 49 514 899**



## **DISCLAIMER**

1. During my inspection of this property I found it to be in reasonably clean condition: **Yes / No**
2. If "No", I believe the following items should be attended to prior to me/us moving in. I acknowledge that these items are subject to the Landlord's approval & may not be attended to should the Landlord not authorize the agent to do so.
3. I acknowledge that this is an application to rent this property and that it is subject to the Landlord's final approval.
4. I have been informed all applications are processed under strict guidelines & that most Landlords' have the final say as to whom will rent the property. I understand should this application not be successful, the agent is not required or obligated to give a reason as to the refusal of the application.
5. I apply for approval to rent the premises referred to in this form. I acknowledge this application will be referred to the Landlord and of the property for their approval, and if the application is successful a Tenancy Agreement for the premises will be prepared.
6. Additional Barclay MIS disclaimer.
7. I understand this application is considered 'private & confidential' and the paperwork is destroyed within 48hrs if unsuccessful, unless you consent in writing for us to hold onto your application for a further 2 weeks.
8. The rent on the property may be subject to change as per the owners instructions.

## **NOTICE TO ALL TENANCY APPLICANTS 100 POINT IDENTIFICATION**

Prior to any Tenancy Application being considered each applicant is required to produce sufficient identification which totals 100 points. Should you have difficulties in providing this identification, please advise us prior to completing your application.

*50 Points	Drivers Licence or 18+ Card
*30 Points	2 + Payslips or Profit & Loss Statement or Centrelink Statement
20 Points	Passport, Birth Certificate or Marriage Certificate
10 Points	Electricity Bill, Gas Bill, Telephone Bill, Rates Notice
10 Points	Credit Card, Medicare Card
10 Points	Other form of ID

**NOTE: Must have at least one of the items listed with \* next to the points**



What lease period are you applying for? Please circle

**6mths**      **12mths**      **other** \_\_\_\_\_

What date do you need the property from? \_\_\_\_\_

**Financial Breakdown:**

1<sup>st</sup> Weeks Rent: \_\_\_\_\_

Bond: \_\_\_\_\_

2<sup>nd</sup> Weeks Rent in Advance: \_\_\_\_\_

Total to be paid upon sign up: \_\_\_\_\_

\_\_\_\_\_