

Application for Residential Tenancy

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Have you viewed the property? YES NO

Address:

Rent: \$ per week Preferred move in date:

Number of applications you are submitting for this property.....(occupants over 18 must submit one each)

APPLICANT DETAILS

Full Name DOB

Have you been known by any other names Yes / No

If Yes, what other names:

Mobile: Home Work

Email:

Drivers Licence No State Passport No

Number of Vehicles at Property Registration Numbers

WHO WILL BE LIVING AT THE PROPERTY

Name Date of Birth Relationship to Applicant

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CURRENT RESIDENTIAL ADDRESS

.....

Period of Occupancy Rent / Owner / Other

Current Agent/Lessor Phone Fax

Current Rent \$ per week Reason for Leaving

PREVIOUS RESIDENTIAL ADDRESS

.....

Period of Occupancy Rent / Owner / Other

Current Agent/Lessor Phone Fax

Current Rent \$ per week Reason for Leaving

ADDRESSES OF PROPERTIES YOU HAVE RENTED OR OWN MANAGED THROUGH A REAL ESTATE

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Period of Occupancy Rent / Owner / Other

Current Agent/Lessor Phone Fax

Current Rent \$ per week Reason for Leaving

EMPLOYMENT DETAILS

Occupation Net Income \$..... per week Date Commenced

Employer/Business Name

Address and Phone No Phone No

If Self Employed, Accountants Name Phone No

CENTRELINK PAYMENTS

Description of Payment Total Income \$ per week

STUDENT DETAILS

Name of Institution Student Identification No

Are you an overseas student? Yes / No If Yes, Visa Expiry Date

SMOKING

Are you or any of the occupants living with you a smoker? Yes / No

PETS

Do you intend to keep pets at the property? Yes / No

Number of Pets Type Size

Number of Pets Type Size

PERSONAL REFERENCES (not family members)

Name Relationship

Address Phone/Mobile

Name Relationship

Address Phone/Mobile

EMERGENCY CONTACT

Name Relationship

Address Phone/Mobile

SUPPORTING DOCUMENTS –

Totaling 100 points is to be supplied with your application

At least one form of Photo Identification MUST be attached

The last three payslips or offer of employment must be submitted for all applicants

70 points	40 points	25 points
Passport	Australian Drivers Licence	Medicare Card
Full Birth Certificate	Student Photo ID	Council Rates Notice
Citizenship Certificate	Centrelink Card	Motor Vehicle Registration
	Proof of Age Card	Telephone Account
		Electricity Account
		Gas Account
		Bank Statement
		Previous Tenancy Agreement

PROOF OF INCOME

To be supplied with your application –

Employed Last TWO pay slips

Self-Employed Bank Statement, Group Certificate, Tax Return or Accountants Letter

Not Employed Centrelink Statement

DECLARATION/ACKNOWLEDGEMENT

I, the applicant do declare that –

1. I have never been evicted by an agent/lessor
2. I have no known reason that would affect my ability to pay rent
3. I have no outstanding debt to another agent/lessor

I acknowledge and agree that -

4. My personal contents are not covered under any lessor insurance. It is my responsibility to insure by personal belongings.
5. I understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property. I authorise you to contact any persons and to undertake any enquiries and searches as you consider necessary. I understand the information provided by me and any information collected may be disclosed to relevant third parties.
6. I acknowledge and accept that if this application is not accepted, the agent is not legally obliged to provide reasons as to why.
7. Should my tenancy be accepted there may be cause for the agent/lessor to pass my details on to others which may include (but is not limited to) insurance companies, body corporate, contractors, other real estate agents, salespeople and tenancy default databases.
8. I have been able to view a copy of the General Tenancy Agreement (Form 18a), the standard terms and any special terms, the Information Statement (17a) and any body corporate by-laws, if applicable, before completing this application.
9. I have been made aware of the agency's Privacy Policy.
10. I consent to the use of email and facsimile in accordance with the provisions set out in Chapter 2 of the electronic Transactions (Queensland) Act 2001 (Qld) and The Electronic Transactions Act 1999 (Cth)

I declare that the above information is true and correct and that I have supplied it of my own free will.

Name of Applicant

Signature of Applicant Date

Special Terms and Conditions as provided by Landlord

- ❖ Rent to be paid two weeks in advance at all times.
- ❖ No picture hooks/nails or any adhesives to be affixed to walls or doors without prior approval of the Lessor via the Lessor's Agent.
- ❖ Any Airconditioner filters to be cleaned on a regular basis.
- ❖ Where the Premises includes a car space and/or driveway for the Tenant's exclusive use, the Tenant acknowledges and confirms it is their responsibility to keep such areas clean & tidy and free of oil stains. Drip trays to be used under cars where necessary.
- ❖ The Tenant must keep the gardens and surrounding land clean and tidy at all times.
- ❖ Mowing, edging & weeding to be carried out regularly as required.
- ❖ No smoking is permitted inside the property.
- ❖ Tenants to pay for excess water – water usage exceeding 150kl per 6 months.
- ❖ Tenant to pay for all water usage – property is water efficient
(Cross out whichever of the above water clause doesn't apply)
- ❖ The Tenant and their guest(s) are not permitted to park vehicles on the lawn at any time.
- ❖ All appliances, electrical or otherwise, must be maintained in the same condition as at the start of the tenancy and used only in accordance with the manufacturer's instructions or specifications.
- ❖ The Tenants acknowledge and agree it is their responsibility to arrange for connection of electricity and telephone upon commencement of occupancy and the termination of these services when vacating the Premises.
- ❖ All kitchen and bathroom surfaces must be cleaned and treated generally in accordance with manufacturer's instructions and/or any specific instructions given by the Lessor.
- ❖ The Tenant will keep the Agent updated with any change of personal details previously provided to the Agent including mobile numbers and email addresses.
- ❖ The Tenant will, in the case of a break in, immediately contact the police and then promptly advise the Lessor/Agent.
- ❖ Where the property has timber floor boards all furniture is required to have felt or similar placed under legs/supports to protect the floor boards from damage.
- ❖ The outside of the property must be washed down upon vacating including outside of windows, all outside walls and eaves.
- ❖ Wheelie bins are to be empty & washed out on vacating.
- ❖ Window coverings to be washed as per manufacturers instructions on the instruction tab attached.
- ❖ In the case of pools tenants to maintain pool & are responsible for all chemicals. Tenants are required to submit a report from a professional pool company advising that the pool water and equipment have been checked and are in working order at handover back to the managing agents.

Signed _____ Date _____

Signed _____ Date _____

Signed _____ Date _____

Signed _____ Date _____

Agent's signature _____ Date _____