

TENANCY APPLICATION FORM

DETAILS OF PREMISE YOU ARE APPLYING FOR

Address of premises: _____

_____ P/code: _____

Lease Commencement Date: _____ Lease Term: _____

Rent Amount (per week): \$ _____ Bond: \$ _____

Total payable on signing of Tenancy Agreement \$ _____

APPLICANTS HISTORY (PREVIOUS)

Landlord/Agent details of this property (if applicable)

Name: _____

Phone: _____ Rent per week: \$ _____

Have you ever been evicted from a premises? Yes No

Are you currently in debt to Landlord/Agent? Yes No

APPLICANTS DETAILS

Applicant's name: _____

Previous name (if applicable): _____

Phone: Work _____ Home _____

Mobile Phone: _____ Fax: _____

Email: _____

Date of Birth: _____ Car Registration: _____

Drivers Licence/18+ Card Number: _____

Drivers Licence/18+ Card State: _____

Passport Number: _____ Country: _____

APPLICANTS EMPLOYMENT

Current Occupation: _____

Situation: Full time/ Part time/ Casual

Employers Name/Business Name/Centerlink Info:

Address of premises: _____

_____ P/code: _____

Contact Name: _____ Phone: _____

Contact's Position: _____

Duration: _____ Income per week: _____

Tick if Applicant authorises the Agent to contact the person listed

Previous Occupation: _____

Situation: Full time / part time / casual

Employers Name/Business Name/Centerlink Info:

Address of premises: _____

_____ P/code: _____

Contact Name: _____ Phone: _____

Contact's Position: _____

Duration: _____ Income per week: _____

Are you a Student? Yes No

If YES, course name: _____

Institution Name: _____

Duration: _____

APPLICANTS HISTORY (CURRENT)

Current Address: _____

_____ P/code: _____

Situation: renting / owner / other (list) _____

Period of occupancy/tenancy:
_____ to _____

Landlord/Agent details of this property (if applicable)

Name: _____

Phone: _____ Rent Amount (per week): \$ _____

APPLICANTS HISTORY (PREVIOUS)

Previous Address: _____

_____ P/code: _____

Situation: renting / owner / other (list) _____

Period of occupancy/tenancy:
_____ to _____



TENANCY APPLICATION FORM

REFERENCES

All Referees should not be related to you

Professional Referee: _____

Phone: _____

Personal Referee 1: _____

Phone: _____

Personal Referee 2: _____

Phone: _____

EMERGENCY CONTACT

In case of emergency contact: _____

Relationship to you: _____

Phone: Work _____ Phone: Home _____

Mobile Phone: _____

Address: _____

_____ P/code: _____

OCCUPANTS

Number of Adults: _____ Number of Children (under 18 yrs) _____

Full name/s of person/s to reside on the premises:

1. _____

2. _____

3. _____

4. _____

PETS

If your pet will also be living in the premises, a Full Pet Application Form must be completed.

Type/Breed: _____ Weight: _____

Type/Breed: _____ Weight: _____

SUPPORTING DOCUMENTATION

Provide Proof of ID ie, Drivers Licence or Passport

Provide Proof of Income ie, pay slips or bank statements

info@newsteadrealty.com.au

DECLARATION

The Applicant declares:

- That all the above details are true and correct,
- That the Agent is authorised to cross reference relevant details against the listed references and check through any reference check organisation that the Agent may be affiliated with, and
- Not to be bankrupt or insolvent.

The Applicant offers to rent the premises from the owner under a residential tenancy agreement drawn up by the agent, and pay the total amount listed under the premises details on this form upon the signing of a residential tenancy agreement by cash or bank cheque.

RENTAL PAYMENTS

I am aware that rent is required to be paid by direct deposit into the Newstead Realty account or by cheque or cash in the office. Any charges associated with this payment are my responsibility. I also acknowledge this it is my responsibility to ensure that rent is credited to the Newstead Realty Pty Ltd account prior to /on the day it is due.

A Fact Sheet is attached with this Application. Sign to acknowledge that it is agreed and understood.

Applicants Signature: _____

PRIVACY STATEMENT

The Agent collects and uses personal information obtained from you as the Applicant to provide the services required by the Principal or on their behalf. You as the Applicant agree the Agent may collect, use and disclose your personal information in accordance with and subject to the Privacy Act 1988 (CTH) to third parties for marketing and sales promotion administration and as required for legislative and regulatory requirements and relating to promotion administration and use of Agent's products and services. Without provision of certain information the Agent may not be able to act effectively or at all on the Principal's 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.

Applicants Signature: _____

Date: _____

Agents Signature: _____

Date: _____

