



RENTAL APPLICATION FORM

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212 York Street Launceston, Tasmania 7250

A **separate** application is required to be completed by **ALL ADULTS** intending to reside at the premises. **If you are under the age of 18**, an adult over the age of 18 will be required to submit an Application and the adult will be the nominated tenant and will be responsible for the tenancy and associated conditions. Applicants under the age of 18 will be nominated as Occupants only.

1. To accompany your application you must provide photocopies of the following documents:

- Copy of your last two current pay slips, if applicable - Centrelink income information or other payment information
- A copy of your Rental Ledger from your current Real Estate Agency
- A current Credit Check not more than one month old which can be sourced from Tasmanian Collection Service:

27 Brisbane Street Launceston: Phone 63 321355. 29 Argyle Street, Hobart: Phone 62 135555. 33A Wilmot Street Burnie: Phone 64 303755. Interstate reports can be sourced from Equifax online, with the contact number being 1300 181 202.

- If you have a pet you are required to provide us with a current colour photograph of your pet for identification.

A 100 point check must also be completed as follows:-

Drivers License	50 points	Medicare Card	50 points
Passport	50 points	Bank Card	10 points
Student ID	20 points	Proof of Age Card	20 points
Birth Certificate	20 Points		

We aim to process your application within **3-4** business days however, if we are unable to contact all of your referees this process may take longer. **If you are unsuccessful you will receive a phone call, SMS or email from us.**

- 2.** If your application is **successful** the Property Manager or their Assistant will be in contact with you.
- 3.** **If your Application is unsuccessful, Roberts Real Estate is under no obligation to disclose the reason and your Application will be securely destroyed after 30 days.**

Property Required:

Address:

Rent Per Week:

Desired Length of Lease:

Proposed Date of Occupancy:

\$ _____
6 or 12 Months *(Please circle)*

Do You Require Anglicare Assistance:

Yes / No *(Please Circle)*

Personal Details:

Title:

First Name:

Middle Name:

Surname:

Date Of Birth:

If Pensioner, card number:

Mr / Mrs / Ms / Miss *(please circle)*

No. / Street:

Suburb:

City:

State:

Postcode:

Yes / No *(Please Circle)*

Company:

Contact:

Ph:

_____ Weeks / Months / Years

Yes / No *(Please Circle)*

Selling Agent:

Ph:

Make:

Registration Number:

State:

Number:

Contact Details:

Phone (Work):

Fax:

Phone (Home):

Mobile:

Email:

Previous Residential Address:

Address:

If Rented:

Was your Bond refunded in full?

Why did you move?

If Sold

If Other, Specify Details:

No. / Street:

Suburb:

City:

State:

Postcode:

Rented: Owned: Other: Period of Occupancy:

Agent:

Phone:

Yes / No *(please circle)*

If Not Why:

Agent:

Phone:

Current Employment:

Occupation:

Current Employer:

Employer Email Address:

How Long Have You Been

Employed:

Employment Type:

Hours Worked:

_____ Contact Person: _____ Ph: _____

_____ Full Time / Part-time / Casual / Self Employed _____ (please circle)

_____ /Per Week _____

If Self Employed:

Company Name:

Industry:

Business Address:

Email Address:

Website Address:

Business Contact Details:

_____ ABN: _____

_____ Length Of Time: _____

_____ Telephone: _____ Fax: _____

Previous Employment:

Company Name:

Contact Person:

Position Held:

Employment Type:

_____ Length of Time: _____

_____ Phone: _____

_____ Reason For Leaving: _____

_____ Full Time / Part Time / Casual / Self Employed (Please Circle) _____

Is You Are a Student:

School:

Student ID Card Number:

Course of Study:

Year:

Austudy:

_____ 1st / 2nd / 3rd / 4th / Other (Please Circle) Full Time / Part Time (Please Circle)

_____ Yes / No (Please Circle)

Pet Details:

Pets:

Number and Breed:

Are They Registered?

Council They're Registered With:

Do You Keep Your Pet/s:

_____ Dog / Cat / Bird / Other (Please Circle) If Other, Specify _____

_____ Yes / No (Please Circle) _____

_____ Registration No: _____

_____ Inside / Outside / Both (Please Circle)

General Details:

- Do you or any of your co-occupants smoke?
- Do you have any outstanding debts at a collection agency?
- Are you, or have you ever been Bankrupt?
- Have you ever been evicted by another Agent/Private owner?

_____ Yes / No _____ If Yes: Inside / Outside / Both (Please Circle)

_____ Yes / No _____ Details: _____

_____ Yes / No _____

_____ Yes / No _____ Details: _____

Emergency Contact:

Name of Person Not Living With _____
You: _____
Address: _____
Telephone Numbers: Ah: _____ Bh: _____ Mobile: _____
Relationship to You: _____

Occupant Details:

Number of Adults to be living at property: _____
Names: _____
Number of Children: _____
Children's Names: Name: _____ Age: _____ School Attending: _____
Name: _____ Age: _____ School Attending: _____
Name: _____ Age: _____ School Attending: _____
Name: _____ Age: _____ School Attending: _____

References – (other than family):

1: Name: _____ Relationship: _____
Address: _____ Phone: _____
2: Name: _____ Relationship: _____
Address: _____ Phone: _____
3: Name: _____ Relationship: _____
Address: _____ Phone: _____

Additional Relevant Information:

Please sign below indicating your understanding and acceptance of this

Collection Notice. Privacy Act 1988 – Collection Notice:

Any personal information you provide is collected, held, used and disclosed in accordance with our Privacy Policy located at www.ruralco.com.au. We hold, use or disclose your personal information to manage your tenancy and provide you with services you request. If the relevant information is not provided we cannot manage your tenancy or provide you with such services. You have the right to request and correct your personal information. We may also use your personal information for marketing purposes.

If you do not wish to receive marketing information, please tick the box.

I, the said applicant acknowledge that all information contained within is true and correct and that all of the information was given of my own free will. I further authorise the letting agent to contact and/or conduct any inquiries and or searches with regard to the information and references supplied in this application.

Applicant Name: _____ **Signature:** _____ **Date:** _____