



Shop 1, 35 Gillespie Street
Moura QLD 4718
Ph: (07) 4997 3294 Fax: (07) 4997 3301

Application for Residential Tenancy

In order for your application to be processed, we require the following documents of identification, to a minimum of 100 points.

Your privacy is our top priority regardless of the outcome of your application.

- ☐ Last 3 Income receipts (compulsory)
- ☐ Last 4 rent receipts 50 points
- ☐ Drivers licence 40 points
- ☐ Photo identification 30 points
- ☐ Passport 30 points
- ☐ Current motor vehicle registration papers 10 points
- ☐ Reference from previous landlord or agent 20 points
- ☐ Copy of phone, bank, rates or electricity account 10 points
- ☐ Bank statement 10 points
- ☐ Copy of birth certificate 30 points

If you are unable to provide the 100 points of identification required, please speak to the property manager.

**NO APPLICATION WILL BE ACCEPTED UNTILL ALL DETAILS HAVE BEEN PROVIDED
TO THIS AGENCY.**

Application for Residential Tenancy

- I/We acknowledge that both the lessor and I/We as tenant/s are bound by this application on communication of the lessor's or his/her agent's acceptance of it.
- I/We agree and understand that in the event of this application being rejected there is no requirement at law for the agent to disclose to me/us any reason for such rejection. I/We will not raise any objection for not being provided a reason for any rejection of this application.

Property Address:

First Applicant:

Email: DOB: / / License No.

Telephone: Home Work Mobile

No of Children: Name: Age: Name: Age:

Name: Age: Name: Age: Please attach separate sheet for more children

Present Address:

Period of Occupancy: from / / to / / Rent Paid: \$

Name of Rental Agent or Owner of property:

Previous Address:

Period of Occupancy: from / / to / / Rent Paid: \$

Name of Rental Agent or Owner of property:

Was Bond fully Refunded upon Vacating: ☐ Yes ☐ No - Reason:

Employment: ☐ Self Employed ☐ Government Assistance ☐ Otherwise Employed

Occupation: Net weekly Income: \$

Employers Name: Period of Employment:

Employer's Address: Phone:

Previous Employment (if less than 3 months with current employer)

Employers Name: Period of Employment:

Employer's Address: Phone:

Personal Reference: (do not include Relatives)

1 Name: Address:

Relationship: How Long Known: Phone:

Next of Kin, or other person(s) to contact in case of Emergency:

1 Name: Address:

Relationship: How Long Known: Phone:

2nd Applicant:

Email: DOB: ____/____/____ License No.

Telephone: Home Work Mobile

No of Children: Name: Age: Name: Age:

Name: Age: Name: Age: Please attach separate sheet
for more children

Present Address:

Period of Occupancy: from ____/____/____ to ____/____/____ Rent Paid: \$

Name of Rental Agent or Owner of property:

Previous Address: Phone:

Period of Occupancy: from ____/____/____ to ____/____/____ Rent Paid: \$

Name of Rental Agent or Owner of property:

Was Bond fully Refunded upon Vacating: ☐ Yes ☐ No - Reason:

Employment: ☐ Self Employed ☐ Government Assistance ☐ Otherwise Employed

Occupation: Net weekly Income: \$

Employers Name: Period of Employment:

Employer's Address: Phone:

Previous Employment (if less than 3 months with current employer)

Employers Name: Period of Employment:

Employer's Address: Phone:

Personal Reference: (do not include Relatives)

1 Name: Address:

Relationship: How Long Known: Phone:

Next of Kin, or other person(s) to contact in case of Emergency:

1 Name: Address:

Relationship: How Long Known: Phone:

Pets – please list any pets including the breed

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.....
.....

Were there pets present at previous address? ☐ Yes ☐ No

Total number of Vehicles to be kept at Premises:

Car registration No: Model:

Car registration No: Model: Please attach separate sheet for more vehicles

DISCLAIMER AUTHORITY

- I/We the said applicant/s do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information that I/We have supplied is of our own free will.
- I/We the said applicant/s do solemnly and sincerely declare that I/we am/are over 18 years of age and eligible to enter into this agreement.
- I/We the said applicant/s do solemnly and sincerely declare:
 1. I/We have inspected the property located at:
.....
 2. I/We have of my own accord decided that I wish to rent the aforementioned property commencing on ____/____/____ for a period of _____Months.
 3. I/We have been informed, understand and agree that the rental for the aforesaid property is to be \$_____per week and that this rental is within my means to support.
 4. I/We have been informed, understand and agree that the rental for the said property is to be paid every_____and is to be **two (2) weeks in advance** at all times.
 5. I/We have been informed and agree that the bond for the aforesaid property will be \$_____ (four (4) times the weekly rent) and I further agree to undertake the said bond on/or before signing the Tenancy Agreement. I further authorise the letting Agent to attend to all details regarding the lodgement of the said rental bond with the Residential Tenancies Authority.
 6. I/We have been informed, understand and agree that should the full amount of the bond not be paid by the signing of the Tenancy Agreement I authorise Moura Real Estate to apply all or part of subsequent rental payment to be apportioned to finalise the rental bond for the aforesaid property.
 7. I/We have been informed, understand and agree that the acceptance of my application is subjected to a satisfactory report being obtained from information supplied on the tenancy application submitted by me/us.
 8. I/We have been informed, understand and agree that, should there be a requirement to commence proceedings for recovery of rent, repair and damage to the aforesaid property during the term or at the expiration of the Tenancy Agreement all cost associated with these proceedings shall be able to be recovered from me/us.
 9. I/We have been informed, understand and agree that, should this application not be accepted, the Agent is not required nor obligated to disclose why or supply any reason for the rejection of this application.

Privacy Amendment (Private Sector) Act 2000 – Collection Notice

The agent will only use and disclose, personal information provided by the applicant/s as a part of the tenancy application (whether verbal or written) to verify the applicant/s identity, and to process and evaluate the application. As part of the verification process, the agent without limitation may:

- disclose to, and obtain from, those people named in the application, information about the applicant in order to check the accuracy of information provided in the tenancy application and in order to determine whether the applicant is an appropriate tenant for the property; and
- disclose to and obtain from, third party operators of tenancy reference databases, information about the applicant, for the purpose of searching those databases for details about the applicant.

If the applicant is successful, personal information collected about the applicant in the tenancy application, in the tenancy agreement, and during the course of the tenancy, may be used by the agency and disclosed to third parties (including to the landlord, other agents, potential buyers of the tenanted property and tradespeople maintaining and repairing the property), as necessary to manage the tenancy relationship and tenanted property.

If the applicant enters into a tenancy agreement, but fails to comply with its obligations under that agreement, that fact and other relevant personal information collected about the applicant may be disclosed to the landlord, third party operators of tenancy information databases and or other agents.

If the applicant would like to access any personal information, which the agent holds, about the applicant, the applicant can do so by contacting the agent, specified on the front of the application. The agent may refuse access to such information in the limited circumstances provided for in the privacy act. The agent may charge the applicant a fee to supply them with the requested access.

The agent will take all reasonable steps to correct any personal information held by the agent about the applicant which the applicant shows to be inaccurate, incomplete or out of date. If the information described in the tenancy application is not approved, the agent may refuse to accept and process the application.

In accordance with Section 18n (1) (b) of the Privacy Act, I/We authorise you to give information and obtain information from all credit providers and referees named in this application. I/We understand this can include information about my credit worthiness, credit standing, and credit history or credit capacity. I understand this information may be used to assess my application.

First Applicants: *(Please Print Full Name)* _____

Signature: _____ Contact Number: _____

Date: __/__/__

In the presence of witness: *(Please Print Full Name)* _____

Signature: _____ Contact Number: _____

Date: __/__/__

Second Applicants: *(Please Print Full Name)* _____

Signature: _____ Contact Number: _____

Date: __/__/__

In the presence of witness: *(Please Print Full Name)* _____

Signature: _____ Contact Number: _____

Date: __/__/__