

-Chincogan Real Estate Property Management Tenancy Application

79 Burringbar St Mullumbimby NSW 2482

Ph: 02 66 84 3301 Fax: 02 66 84 3302

Email: rentals@chincogan.com.au

ABN: 86009742885 ACN: J4692043

Page 1 of 6

Property: _____ Rent Per Week: \$ _____
Length of Tenancy: _____ months Tenancy to Commence: To Be Advised

APPLICANT: (If more than 1 applicant, please complete **pages 5 & 6** & supply 100 points Proof of Identity – see list at bottom of Page 3 of this application)

Surname: _____ First & Second Names: _____

Date of Birth: ____/____/____ Marital Status – married/defacto/single 18+ Card Number: _____

Driver's License Number: _____ Vehicle Registration Number: _____

State of Registration: _____ Make & Model: _____ Car/Motorbike (circle)

Occupation: _____

Current Address: _____

Home Phone Number: _____ Work Phone Number: _____

Mobile Phone Number: _____ E-mail address: _____

Other People to Live With You (Adults) – please provide further information on extra pages 5 & 6:

1) Surname: _____ Other Name(s): _____

Date of Birth: ____/____/____ Marital Status – married/defacto/single 18+ Card Number: _____

Current Address: _____

Home Phone Number: _____ Work Phone Number: _____

Mobile Phone Number: _____ E-mail address: _____

2) Surname: _____ Other Name(s): _____

Date of Birth: ____/____/____ Marital Status – married/defacto/single 18+ Card Number: _____

Current Address: _____

Home Phone Number: _____ Work Phone Number: _____

Mobile Phone Number: _____ E-mail address: _____

CHILDREN (Please list childrens' names and dates of birth who will reside at the property):

1) _____ Date of Birth: ____/____/____ Age: _____

2) _____ Date of Birth: ____/____/____ Age: _____

3) _____ Date of Birth: ____/____/____ Age: _____

4) _____ Date of Birth: ____/____/____ Age: _____

Do you have any pets? Yes/No Type _____ Breed _____ Are they registered? Yes/No

Registration details: _____

Do you own a lawnmower? Yes/No

ENTRY COSTS: (Note: Residential properties – Quarterly Water & Sewerage Consumption Charges will apply)

Premises are unfurnished: \$ _____ per week Term of Tenancy: _6 months

Bond (4 x weeks rent): \$ _____

\$ _____ **2 weeks rent in advance**

\$ _____ **TOTAL TO PAY**

The properties managed by this office are protected by the Terri Scheer Insurance Pty Ltd. Before any application will be considered by this firm, **you must achieve 100 points listed on the bottom of page 3** and your details will be checked with TICA (Tenancy Information Centre Australia Pty Ltd – Ph: 190 222 0346). This firm reserves the right to **refuse** an application if a record is found in your name (or the name of another person to reside in the above premises with you) with either TICA, locally or from previous landlords/managing agents.

If you are employed:

Employer's Name : _____
 Address : _____
 Phone : _____
 Length of Employment : _____ Commenced: _____
 Nett Wkly Income (excl Overtime) : \$ _____
 If employed there for less than 6
 Months, previous employer's name : _____
 Address : _____
 Phone : _____
 Length of Employment : _____ Commenced: _____

If you are self-employed or own your own business:

Registered Name of Business : _____
 ABN : _____
 Type of Business : _____
 Address : _____
 Phone : _____
 Personal Nett Income/Week : \$ _____
 Name of Accountant : _____ Ph: _____
 How Long in this business? : _____
 List one major creditor : _____ Ph: _____

If you are a student:

Name of Learning Institution : _____
 Faculty/Department : _____
 Student Union Number : _____ Student Identification Number: _____
 Income Source : _____
 Nett Weekly Income : _____

If you receive a Centrelink Payment:

Type of Payment : _____ Total Centrelink payment/fortnight: _____

Your Rental History for Last 5 Years:

Current Landlord/Managing Agent

Name of Landlord/Agent : _____ Ph: _____
 Rental Property Address : _____
 Rent Per Week : \$ _____ When Rented: _____ until _____
 Bond Refunded?If not, why not?: _____
 Reason for leaving : _____

Previous Landlords/Agents (Please advise your previous addresses for the last 5 years + landlord/agents ph & fax no's):

1) Name of Landlord/Agent : _____ Ph/Fax _____
 Rental Property Address : _____
 Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____ to _____
 Bond Refunded?If not, why not?: _____
 Reason for leaving : _____

2) Name of Landlord/Agent : _____ Ph/Fax _____
 Rental Property Address : _____
 Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____
 Bond Refunded?If not, why not?: _____
 Reason for leaving : _____

3) Name of Landlord/Agent : _____ Ph/Fax: _____
 Rental Property Address : _____
 Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____
 Bond Refunded?If not, why not?: _____
 Reason for leaving : _____

Your References:

Complete all 5 reference blocks below. Your five (5) references to include:

- (1) Your parents or guardians
- (2) Your nearest relative not living with you (other than parents/guardians)
- (3) At least two (2) permanent residents of Australia, other than those above.
- (4) If self employed, at least one (1) established trade or business reference.

1) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

2) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

3) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

4) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

5) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

PROOF OF IDENTITY REQUIREMENTS: (100 points required)

Last 4 rent receipts	#50 points
Driver's License	#40 points
Photo I.D.	#30 points
Passport	#30 points
Current car rego papers	#10 points
Min. 2 ref from previous l/lord/agent	#20 points
Copy previous Telstra, electricity or gas accounts, bank statement	#10 points each
Copy of Birth Certificate	#10 points

Managing/Leasing Agent:

Chincogan Real Estate 79 Burringbar St Mullumbimby NSW 2482 Ph: 02 66 84 3301 Fax: 02 66 84 3302

DISCLAIMER/AUTHORITY

(Must be signed below to accompany your application)

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and/or conducting any inquiries and/or searches with regard to the information and references supplied in this application.

I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and eligible to enter into this agreement.

I, the said applicant further confirm and declare that:-

- 1) I have inspected the property located at _____ and am aware of its present condition and accept that it is offered for rent to me in the condition it has been shown to me (previous tenants' belongings excluded if not vacant when inspecting) and that no further improvements will be done to the premises (ie no replacement of carpets, oven, curtains, flyscreens, etc.) I accept that the above property is rented to me as is, and as it will be recorded in the Condition Report that will be attached to the lease for these premises.
- 2) I have of my own accord decided that I wish to rent the aforementioned property commencing ____/____/____ for a period of ____ months.
- 3) I have been informed, understand and agree that the rental for the aforesaid property is to be \$_____ per week and that this rent is within my means to support.
- 4) (a) I have been informed, understand and agree that the rental for the said property is to be paid every week and is to be paid by the due date at all times and to be kept paid 2 weeks in advance at all times.
(b) I have been informed, understand and agree that the lessor/agent will carry out an inspection on the property on a 3-6 monthly basis and I further warrant that I will co-operate fully to allow these inspections to be conducted.
- 5) I have been informed, understand and agree that the bond for the aforesaid property will be equivalent to 4 weeks rent and I further agree and undertake to pay the said bond on/before signing the tenancy agreement. I further authorize the letting agent to attend to all details regarding the lodgement of the said rental bond with the Rental Bond Board, Department of Fair Trading, Sydney.
- 6) I 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 authorize the letting agent to apply all or part of the subsequent rental payments to be apportioned to finalizing of the rental bond for the aforesaid property.
- 7) I have been informed, understand and agree that the acceptance of my application is **subject to satisfactory check of the information supplied on the Tenancy Application submitted by me**. I further consent to the agent carrying out any enquiries necessary to process my application for tenancy.
- 8) I have been informed, understand and agree that as the tenant I am responsible for maintaining the lawns and gardens of the rented premises, unless. That is, to mow the lawn fortnightly in summer and 3-4 weekly in winter.
- 9) I have been informed, understand and agree that should there be a requirement to commence proceedings for recovery of rent, repairs and or damage to the aforesaid property during the term or at the expiration of my tenancy agreement, all costs associated with these proceedings shall be able to be recovered from me, as the tenant.
- 10) I further consent to the agent disclosing all personal information that they may hold for the purpose of
 - a) listing my name with a data base as a result of a tribunal order or multiple breach notices;
 - b) enforcing a tribunal order;
 - c) commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and/or damage that occurred or occurs during the period of my tenancy (but only if the amount owing exceeds the amount of the rental bond).
- 11) I have been informed and understand that this property may be covered by Terri Scheer Insurance Pty Ltd and in this case, I further consent to the agent supplying my personal information to Terri Scheer Insurance Pty Ltd in relation to any items listed at Items (10) a), b) & c).
- 12) **I have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application unless the application is declined as a result of my name being listed with a tenancy data base.**
- 13) I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any Tenancy Data Base/s that they use, subject to the Tenancy data Base/s complying with the provisions of the Privacy Act.
- 14) I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base/s they use and that the agent will supply these contacts should I request the contact details.
- 15) I understand that should I agree to pay 1 week's rent as a reservation fee, which in effects renders the premises no longer available for rent, (ie taken off the rental property market and no longer advertised as available) and if I decide not to proceed with the rental, the reservation fee will be retained by the agent in consideration of being rent for the period that the premises was not available to rent during the period it was reserved for me.

Applicant 1 Name: _____ Applicant's Signature: _____ Date: ____/____/____

Applicant 2 Name: _____ Applicant's Signature: _____ Date: ____/____/____

If you are employed:

Employer's Name : _____
Address : _____
Phone : _____
Length of Employment : _____ Commenced: _____
Nett Wkly Income (excl Overtime) : \$ _____
If employed there for less than 6
Months, previous employer's name : _____
Address : _____
Phone : _____
Length of Employment : _____ Commenced: _____

If you are self-employed or own your own business:

Registered Name of Business : _____
ABN : _____
Type of Business : _____
Address : _____
Phone : _____
Personal Nett Income/Week : \$ _____
Name of Accountant : _____ Ph: _____
How Long in this business? : _____
List one major creditor : _____ Ph: _____

If you are a student:

Name of Learning Institution : _____
Faculty/Department : _____
Student Union Number : _____ Student Identification Number: _____
Income Source : _____
Nett Weekly Income : _____

If you receive a Centrelink Payment:

Type of Payment : _____ Total Centrelink payment/fortnight: _____

Your Rental History for Last 5 Years:

Current Landlord/Managing Agent

Name of Landlord/Agent : _____ Ph: _____
Rental Property Address : _____
Rent Per Week : \$ _____ When Rented: _____ until _____
Bond Refunded?If not, why not?: _____
Reason for leaving : _____

Previous Landlords/Agents (Please advise your previous addresses for the last 5 years + landlord/agents ph & fax no's):

1) Name of Landlord/Agent : _____ Ph/Fax _____
Rental Property Address : _____
Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____ to _____
Bond Refunded?If not, why not?: _____
Reason for leaving : _____

2) Name of Landlord/Agent : _____ Ph/Fax _____
Rental Property Address : _____
Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____
Bond Refunded?If not, why not?: _____
Reason for leaving : _____

3) Name of Landlord/Agent : _____ Ph/Fax: _____
Rental Property Address : _____
Rent Per Week : \$ _____ Period Rented: _____ months/years Date: _____
Bond Refunded?If not, why not?: _____
Reason for leaving : _____

References for APPLICANT NO 2: – Full Name: _____

Complete all 5 reference blocks below. Your five (5) references to include:

- 1) Your parents or guardians
- 2) Your nearest relative not living with you (other than parents/guardians)
- 3) At least two (2) permanent residents of Australia, other than those above.
- 4) If self employed, at least one (1) established trade or business reference.

1) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

2) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

3) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

4) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

5) Name: _____
 Address: _____
 Home Phone Number: _____
 Work Phone Number: _____
 Mobile Ph Number: _____
 Relationship + How long known? _____

PROOF OF IDENTITY REQUIREMENTS: (100 points required)

Last 4 rent receipts	#50 points
Driver’s License	#40 points
Photo I.D.	#30 points
Passport	#30 points
Current car rego papers	#10 points
Min. 2 ref from previous l/lord/agent	#20 points
Copy previous Telstra, electricity or gas accounts, bank statement	#10 points each
Copy of Birth Certificate	#10 points