



Tenancy Application

Lease Details

Rental Property *	Ideal start date	Rent amount *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Ideal length of lease *	Have you inspected the property? *	
<input type="checkbox"/> 6 months <input type="checkbox"/> 12 months <input type="checkbox"/> 18 months <input type="checkbox"/> 24 months	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Personal Details

Personal Information

First name *	Last name *	Mobile phone number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender *	Marital status *	
<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	<input type="checkbox"/> Unmarried <input type="checkbox"/> Engaged <input type="checkbox"/> Married <input type="checkbox"/> Divorced	
	<input type="checkbox"/> Widowed	
Date of birth *	Age *	
<input type="text"/>	<input type="text"/>	
Smoking habits *		
<input type="checkbox"/> Non-smoker <input type="checkbox"/> Occasional <input type="checkbox"/> Frequent		

Emergency Contact

Full name *	Relationship *	Phone number *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Personal Reference

First name *	Last name *	Relationship *	Phone number *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email *	<input type="text"/>		

Rental History

How many places have you lived in the last 2 years? *

0 1 2

Address 1

Street number * Street name * Suburb * State *

Postcode * Move in date * Move out date *

Owned or rented *

Owned Rented

Weekly rent amount *

Property Manager

Agency name * Contact name * Email * Phone number *

Address 2

Street number * Street name * Suburb * State *

Postcode * Move in date * Move out date *

Owned or rented *

Owned Rented

Weekly rent amount *

Property Manager

Agency name * Contact name * Email * Phone number *

Street name * Suburb * State * Postcode *

Move in date * Move out date *

Owned or rented *

Owned Rented

Weekly rent amount *

Agency Name *

Occupants

Co-Occupants

How many co-occupants will there be? *

0 1 2 3 4

Occupant 1

First Name *	Last name *	Email *	Mobile phone *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship *	Age *		
<input type="text"/>	<input type="text"/>		

Occupant 2

First name *	Last name *	Email *	Mobile phone *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship *	Age *		
<input type="text"/>	<input type="text"/>		

Occupant 3

First name *	Last name *	Email *	Mobile phone *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship *	Age *		
<input type="text"/>	<input type="text"/>		

Occupant 4

First name *	Last name *	Email *	Mobile phone *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship *	Age *		
<input type="text"/>	<input type="text"/>		

Pets

How many pets? *

0 1 2

Pet 1

Type *	Breed *
<input type="text"/>	<input type="text"/>

Pet 2

Type *	Breed *
<input type="text"/>	<input type="text"/>

Income

Are you currently receiving any government assistance (e.g. Centrelink) *

Yes No

Type *

Amount per week *

Employment

How many places have you worked in the last 2 years? *

0 1 2

Workplace 1

Company name *

Position *

Employment type *

Full time Part time Casual Self employed

Salary *

Start date

End date

Email

Phone

Contact name

Email

Phone

Workplace 2

Company name *

Position *

Employment type *

Full time Part time Casual Self employed

Salary *

Start date *

End date *

Email *

Phone *

Contact name *

Email *

Phone *

Other Income

How many other sources of income do you have? *

0 1 2

Source of income *

Amount per week *

Source of income *

Amount per week *

Source of income *

Amount per week *

Supporting Docs

Supporting Documents

Please ensure to complete a separate application for each person over the age of 18 and supply 100 points of identification for each individual applicant.

Category A – Photo ID 40 Points (ONE of the below MUST be supplied)

- Current Drivers Licence
- Current Passport
- Proof of Age Card

Category B – 20 Points (Two or more of the below can be supplied)

- Medicare Card
- Current Bank Statement
- Current Pay slips (minimum 2)
- Health care card
- Copy of current lease/rent ledger

Category C – 10 Points (or more of the below can be supplied)

- Telephone bill
- Gas/Electricity bill
- Car Registration Papers

Primary ID

Type *

- Drivers licence
- Passport
- ID card
- Other

Attach file *

Please attach supporting documentation

Secondary ID

Type *

- Birth certificate
- Student card
- Medicare card
- Healthcare card
- Vehicle registration
- Other

Attach file *

Please attach supporting documentation

Proof of Income

Type *

Attach file *

Please attach supporting documentation

Proof of Rental History

Type *

- Rental receipts
- Utility bills
- Bank statement
- Rental reference

Attach file *

Please attach supporting documentation

Other

Type *

Attach file *

Please attach supporting documentation

Declaration

Privacy Statement

PRIVACY CONSENT AND TERMS: By reading and signing this form you Acknowledge the following

The applicant acknowledges that: First, the landlord's insurance will not cover the tenant's contents and it is advised that the tenant should obtain content and public liability insurance. Second, that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions. Third, that unless agreed, otherwise the tenant shall be liable for all water costs pertaining to the property. Costs to be calculated on a daily basis. Lastly, please note that our tenancy agreements contain a special cause stating: No smoking inside the premises.

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the application be accepted by the landlord, I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in this application (including the front page) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I also authorise the Agent to obtain personal information about me from:

1. The owner or the Agent of my current or previous residences
2. My personal referees and employer/s
3. Any record listing or database of defaults by tenants
4. If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy data base, and to agents/landlords of properties I apply for in the future

I am aware that the agent will use and disclose my personal information within this application to:

1. Communicate with the owner and select a tenant
2. Prepare lease/tenancy documents
3. Allow tradespeople or equivalent organisations to contact me
4. Lodge/claim transfer to/from a Bond Authority
5. Refer to Tribunals/Courts & Statutory Authorities (where applicable)
6. Refer to collection agents/lawyers (where applicable)
7. Complete a credit check with NTD (National Tenancies Database)

By agreeing below I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

I consent and agree *

Yes No

I consent to my references being contacted and my information being shared with third parties for the purposes of verifying and supporting my application *

Yes No

I confirm all details provided in this application are true and correct *

Yes No

Signature *