

### RESIDENTIAL TENANCY APPLICATION FORM.

PROPERTY DETAILS					APPLICANT HISTORY				
<b>1. What is the address of the property you would like to rent</b>					<b>10. What is your current address</b>				
Postcode					Postcode				
<b>2. Preferred Lease commencement date</b>					<b>11. How long have you lived at your current address?</b>				
					Years		Months		
<b>3. Lease Term required</b>					<b>12. Why are you leaving this address</b>				
Years		Months							
<b>4. Rental Amount</b>					<b>13. Landlord/Agent details of this property</b>				
Monthly			Weekly		Name of Landlord/Agent				
<b>5. How many tenants will occupy the property?</b>					Landlord/Agents Office Phone Number				
Adults		Children		Ages	Weekly Rent Paid				
<b>PERSONAL DETAILS</b>					<b>14. How long did you live at this address?</b>				
<b>6. Please give your details</b>					Years		Months		
Title					<b>EMPLOYMENT HISTORY</b>				
Mr.	Ms.	Miss.	Mrs.	Dr.	<b>15. Please provide your employment details.</b>				
Surname		Given Names			Your Occupation				
Date of Birth					Full Time		Part Time		Casual
Drivers Licence number		Drivers Licence State			Employers Name (Accountant if self employed)				
Passport No.					Employers Address				
Passport Country					Postcode				
Pension No					Pension Type				
<b>7. Please provide your contact details</b>					Contact Name		Office Phone Number		
Home Phone Number		Mobile Phone Number			Length of Employment		Net Income		
Work Phone Number		Facsimile Number			Years	Months	\$		
Email Address					<b>CONTACTS</b>				
<b>OTHER INFORMATION</b>					<b>16. In case of emergency who should we contact?</b>				
<b>8. Do you own a Motor Vehicle?</b>					Surname		Given name		
Registration		Type			Relationship to you		Telephone Number		
<b>9. Do you have any pets?</b>					<b>17. Please provide 2 Personal References (not related to you)</b>				
Yes		No			Name		Telephone Number		
Breed/Type					Name		Telephone Number		
					Please attach any written references to this application.				

### DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this 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 Owner/Landlord. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal information from:

- a) The Owner of Agent of my current or previous residence.
- b) My Employer/s
- c) My Personal Referees
- d) Any record listing or database of defaults by tenants.

If I default under a rental agreement I agree that the Agent may disclose details of any such default to a tenancy default database and to Agents/Landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to

- a) communicate with the Owner and select a tenant.
- b) prepare lease/tenancy documents.
- c) allow tradespeople or equivalent organisations to contact me.
- d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority (RTBA)
- e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- f) refer to collection agents/lawyers (where applicable)
- g) complete a credit check with National Tenancies Database (NTD)
- h) transfer water account details into my name

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above

**Signature**

**Date**

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### CHECK LIST FOR THIS APPLICATION

- 1 All points 1 - 17 have been filled out correctly
- 2 Drivers Licence, Passport (inc Visa where applicable) or Photographic Identification has been supplied
- 3 Proof of Employment has been supplied
- 4 Written references (if any) are attached.
- 5 Application is signed and dated.

*Note: All unsuccessful applications will be destroyed after 7 days.*