



APPLICATION FOR RESIDENTIAL TENANCY

SOUTHSIDE

- Beenleigh (07) 3287 1199
- Browns Plains (07) 3800 8200
- Slacks Creek (07) 3808 9944

NORTHSIDE

- Nundah (07) 3266 6988
- Toowong (07) 3858 8500

Property Address

DATE / /

Applicant (1)

Name Mr
Mrs
Ms First Name Middle Name Surname

Current Address Contact Phone

Current Landlord or Agent Phone No Current Rent/Week: \$.....

Period of Occupancy Reason for Leaving

Previous Address Period Mths

Previous Landlord Phone No.

Car Registration Licence No. Date of Birth/...../.....

Occupation Length of Employment

Employer

Salary per Week \$..... NET Employer Phone No.

ID Check

- Driver's Licence 30 points
- Picture ID 15 points
- Bith Cert. 15 points
- Car Rego Papers 15 points
- Energex/Telstra Acc 30 points
- Healthcare Card 15 points

Please photocopy at office and attach. MIN 60 points required.

Supporting PROOF of Income for Payment of Rental MUST be Supplied at Interview

Applicant (2)

Name Mr
Mrs
Ms First Name Middle Name Surname

Current Address Contact Phone

Current Landlord or Agent Phone No

Period of Occupancy Reason for Leaving

Previous Address Period Mths

Previous Landlord Phone No.

Car Registration Licence No. Date of Birth/...../.....

Occupation Length of Employment

Employer

Salary per Week \$..... NET Employer Phone No.

ID Check

- Driver's Licence 30 points
- Picture ID 15 points
- Bith Cert. 15 points
- Car Rego Papers 15 points
- Energex/Telstra Acc 30 points
- Healthcare Card 15 points

Please photocopy at office and attach. MIN 60 points required.

Applicant (3)

Name Mr
Mrs
Ms First Name Middle Name Surname

Current Address Contact Phone

Period of Occupancy Reason for Leaving Date of Birth/...../.....

Occupation Length of Employment Employer Phone No.

Employer Salary per Week \$..... NET

Other persons wishing to occupy Premises

- 1 2
- 3 4

Pets Owned

YES/NO Number Type

References

Name of Relative or other person in case of emergency

Relationship Address Phone

Personal reference 1 Address Phone

Personal reference 2 Address Phone

Business reference Address Phone

Credit Accounts Total amount Owing \$

Bank Details- Bank Branch Account no.

In making this application I/We agree with the provision of the Commonwealth Privacy Act 1988, that disclosure by a reporting agency to the Tenancy Information Centre of Australia, of any relevant information for the purpose of assessing this application may occur AND I/We further authorise you, as the Letting Agent, to conduct any enquiries and/or searches including the Residential Tenancy Authority so as to verify the above information.

Have you ever been evicted by any Landlord or Agent? No Yes

Are you in debt to another Landlord or Agent? No Yes

Were any deductions made from your Rental Bond at your last address? No Yes

I/We, the applicant(s) do solemnly and sincerely declare that I/We am/are over 18 years of age and am/are not bankrupt and affirm that the above information is true and correct in every aspect and without omission. I/We have inspected the abovementioned premises and wish to take a tenancy of such premises for a period of from/...../..... at a rental of \$ [] per week with a rebate of \$ [] and that the rental to be paid is within my/our means.

I/We also undertake to pay a Rental Bond of \$ [] upon signing of the Rental Agreement.

It is agreed that acceptance of this application is subject to a satisfactory report as to the Tenant's credit worthiness, references and a report from the Tenancy Information Centre of Australia. It is agreed that if for any reason this application is declined due to a report from the Tenancy Information Centre of Australia, I/We will contact the Tenancy Information Centre of Australia direct to clear the matter.

IT IS also AGREED that upon communication of acceptance of this Application by the Agent that payment of a Holding Deposit is required forthwith. If the applicant does not notify the Agent by the expiry of the agreed option period, then such Deposit will be forfeited to the Lessor and the Rental Property returned to the Available Properties List.

ALL BONDS MUST be PAID for in CASH or by BANK CHEQUE

PLEASE NOTE on ACCEPTANCE of this APPLICATION by RENTAL HOTLINE a HOLDING DEPOSIT is required

Signature of Applicants (Must be Completed)

Applicant (1) Applicant (2)

Applicant (3) Applicant (4)

Witness Signature Witness Signature

BOND TRANSFERS are NOT ACCEPTED by this OFFICE

OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY OFFICE USE ONLY

Receptionist:

Driver's Licence photocopy attached

Other I.D. photocopies attached (60 points)

Deposit paid \$..... Cash Cheque

Take Holding Deposit & put T/name in Macpro & do Receipt

Receipt No. Date/...../.....

Comments

.....

.....

Property Manager:

Week/s Free Yes No No. of Weeks

Approved By

Landlord Phoned Time..... Date/...../.....

Pets Approved Lease Term (Mths) []

Comments

.....

.....

REFERENCE CHECKS

TICA
Comments:.....

BARCLAYS
Comments:.....

OTHER
Comments:.....

.....

Assembling TENANT Folder Kit

RTA General Tenancies Booklet (Form17a)

Condition Report (Form 1) – Retain a Photocopy

Copy of Agreement's Essential Terms & Conditions

Tenant Help Guide

Building Units By Laws (If Applicable-Units & T'houses Only)

Maintenance Information Sheet

