

Application for Tenancy

PROPERTY UNDER APPLICATION/LEASE REQUIREMENTS

Property Address: _____

Lease Term: _____ Start date: ____/____/____ Rent per week: _____

Rent Payable: Fortnightly OR Calendar Monthly

Pets (if so, please specify number and type): _____

Postal address preferred for communication: _____

Do you require: Defence Clause Yes No Police Clause Yes No

Have you applied for: Other properties Yes No Govt housing Yes No

Please connect electricity on my behalf with PowerWater: Yes No (we do not charge for this service)

LESSEE & OCCUPANT DETAILS

Number of occupants: (Adults) _____ (Children under 18) _____

FULL names of all occupants (including children)	Occupation (adults)	Date of Birth	Lessee/Occupant
1) _____	_____	____/____/____	L/O
2) _____	_____	____/____/____	L/O
3) _____	_____	____/____/____	L/O
4) _____	_____	____/____/____	L/O

Contact details:

1) H _____	W _____	M _____	Email _____
2) H _____	W _____	M _____	Email _____
3) H _____	W _____	M _____	Email _____
4) H _____	W _____	M _____	Email _____

Employer Name	Supervisor/Manager	Phone number	Period of Employment
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____

Have you been declared **bankrupt**?: 1) Yes No 2) Yes No 3) Yes No 4) Yes No

Next of kin (in case of emergency)	Address	Phone
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____

CURRENT ADDRESS

Current Address:	Date From	Date To	Weekly Rent/Mortgage
1) _____	_____	_____	_____
2) _____	_____	_____	_____

3) _____
4) _____

Name of Agent/Owner	Name of Property Manager	Phone
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____

Reason for moving from present address

1) _____
2) _____
3) _____
4) _____

Were any deductions made from your security deposit? If yes, give details

1) Yes No _____
2) Yes No _____
3) Yes No _____
4) Yes No _____

PREVIOUS ADDRESS (if in current address less than 2 yrs)

Previous Address:	Date From	Date To	Weekly Rent/Mortgage
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____

Name of Agent/Owner	Name of Property Manager	Phone
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____

Reason for moving from previous address

1) _____
2) _____
3) _____
4) _____

Were any deductions made from your security deposit? If yes, give details

1) Yes No _____
2) Yes No _____
3) Yes No _____
4) Yes No _____

PERSONAL REFERENCES

Name of Personal Reference (Not a relative)	Phone
1) _____	_____
2) _____	_____

- 3) _____
4) _____

CONDITIONS OF APPLICATION

Applicant understands that:

1. there is no requirement for agent to disclose reasons in the event of an unsuccessful application.
2. serious tenant breaches may be listed on TICA database during the tenancy.
3. TICA listings may only be removed in accordance with TICA's policies.
4. cash and personal cheques are not accepted.
5. payments must be made by direct transfer, money order or bank cheque.
6. keys will not be supplied until the agent has received the full bond and first two weeks rent.

APPLICANT DECLARATION

- I/we have read and agree to the Conditions of Application.
- I/we do solemnly and sincerely declare that the above information is true and correct and has been willingly supplied to assist in the assessment of my/our application.
- The information provided will be used solely for the purposes of Insurance, Centrelink & Property Management - including supplying a copy of this application to debt collectors where rent falls into serious arrears & in-house debt collection procedures have been exhausted.
- I/we understand that this agency may conduct independent evaluation checks on this application, including a Tenancy Check and or Public Information search or lodgement via TICA and/or the National Tenancy Database.

Applicant 1 Signature

Applicant 2 Signature

Applicant 3 Signature

Applicant 4 Signature

Applicant 1 Name

Applicant 2 Name

Applicant 3 Name

Applicant 4 Name

Date

Date

Date

Date

NOTE: Photo ID must be submitted with application form for all adult occupants (i.e. copy of driver's license and/or passport)

OFFICE USE ONLY

Application Received: By: _____

Date: ___/___/___