

Personal Details

Surname:

Given Names:

Date of Birth:

Home:

Mobile:

Work:

Email:

Drivers Licence/Passport Number:

State or Country Issued:

Additional Occupants Name & Age:

(anyone over 18 years must fill out an application)

Vehicle Details

Make & Model:

Registration Number:

Details of the property you are applying for:

Property Address:

Have you viewed the property? YES / NO

Lease Term: 12mths 6mths Other

Requesting Commencement Date: / /

Rent: \$ Per Week

Bond: \$ (4 weeks x weekly rent amount)

Employment Details

Occupation:

Full Time / Part Time / Casual /Self Employed

Centrelink or Pension - must supply "future payment" statements

Name of Current Employer:

Net Income: \$ Per Week (2 payslips required)

Length of Employment:

Manager Name:

Manager Contact Number:

Managers Email:

Managers Fax Number:

(If self-employed, please provide Accountant details, last tax return, business registration certificate & bank statement)

Accountant Name:

Accountant Contact Number:

Accountants Email address:

Previous Employment Details

Previous Employer:

Length of Employment:

Net Income: \$ Per Week/Per Month

Manager Name:

Manager Contact Number:

Current Address

Address:

Rent: \$ Per Week

Length of time at current address:

Name of Agent/Landlord:

Agent/Landlord Contact Number:

Agent/Landlord Fax Number:

Agent/Landlord Email Address:

Previous Rental History

Previous Address:

Rent: \$ _____ Per Week

Length of time at current address:

Name of Agent/Landlord:

Agent/Landlord Contact Number:

Agent/Landlord Fax Number:

Agent/Landlord Email Address:

Did you receive a full bond refund? YES / NO

If No, please explain reason;

Pets

Will there be any pets residing at the property?

YES / NO / How Many:

Inside or Outside Pet:

Type of Animal: (Cat, Dog, Bird Etc.)

Breed of Animal:

Name:

Age:

Emergency Contacts

Not Husband, Wife or De Facto

1. Name:

Relationship:

Contact Number:

2. Name:

Relationship:

Contact Number:

References:

Professional Reference 1

Name:

Relationship:

Phone:

Professional Reference 2

Name:

Relationship:

Phone:

Personal Reference 1

Name:

Relationship:

Phone:

Personal Reference 2

Name:

Relationship:

Phone:

Free Utility Connection Service



Let **On The Move** reduce your stress and save you time by arranging your utility connections at the property at no extra cost! We will contact you within 2 hours to confirm.

**ELECTRICITY, GAS, TELEPHONE, INTERNET,
FOXTEL, TENANCY INSURANCE**

**Ph: 1300 850 360 Fax: 1300 661 160
Email: sales@onthemove.com.au**



YES!! I would like **On The Move** to contact me.

Terms & Conditions - By ticking the box above, you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information to utility companies to arrange your services. Please see On The Move's Privacy Policy at www.onthemove.com.au. On The Move and your Agent may receive a benefit for arranging your services. On The Move & your agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & bonds may apply.

No, I will connect the required utilities of my own accord.

Before Signing, please take note of the following;

- This application is accepted subject to the owner’s approval and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.
- Processing of applications usually take approximately 48 hours, with all references being contacted.
- Initial Rental payment must be made by bank cheque or money order within 24 hours after approval of application. No personal cheques or cash accepted.
- Keys will not be handed over until the lease agreement has been signed by all applicants and bond and rent has been paid in full.
- I hereby offer to rent the property from the owner under a lease to be prepared by the Agent/Landlord Lawyer. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act.
- I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I accept that the Real Estate Agent may conduct independent reference and credit checks on this application. I declare that I have inspected the premise.

**** Before any application can be processed, please see below information that we required to process your application****

You will need to bring the below items in already photocopied and attached to this application form – Please read application form carefully as some sections may not apply to you. Check that you have read all pages and signed where necessary.

Required	Applicant	Must Tick
Proof of income i.e.: payslips, bank statement, Centrelink statement showing future payments. If self-employed, accountants details & last tax return & bank statement.	MUST HAVE	
Your last (4) rent receipts if you rent a property.	PREFERRED	
Own/owned a property? (must have a with a bill with that address on it & council rates)	MUST HAVE	
Driver’s License or Visa Proof of Age Card (if no license)	MUST HAVE	
Recent bill with current address on it.	MUST HAVE	
Minimum 2 References from previous Landlord/Agent.	MUST HAVE	
Copy of phone, gas, car registration or power bills with current address on it.	MUST HAVE	
Copy of Business Registration if Self Employed and bank statement.	MUST HAVE	

Privacy Statement:

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Application's identity and to process and evaluate the application and to manage the tenancy if the Agent has been engaged to manage the Property.

The personal information collected about the Applicant may be disclosed, by use of the internet or otherwise, to other parties, including media organizations, the landlord, tradespeople, referees, solicitors, financial institutions, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential third party operators of tenancy reference databases, government, and statutory bodies and other third parties as required by law. Information already held on tenancy reference databases may also be disclosed to the Agent and/or landlord. Unless you advise the Agents to the contrary, the Agent may also disclose such information to The Real Estate Institute Ltd for the purpose of documenting all leasing data in the area for the benefit of its members as part of membership services and for others in the property or related industries, and so as to assist them in continuing to provide the best possible service to their clients. In providing this information, you agree to its use, unless you advise the Agent differently. The privacy policy of the REI can be viewed on its website.

The Agent will only disclose information in this way to other parties to achieve the purpose specified above or as otherwise allowed under the Privacy Act.

If the Applicant would like to access this information they can do so by contact the Agent at the address and contact numbers contained in this Application. The Applicant can also correct this information if it is inaccurate, incomplete, or out of date.

If the information is not provided, the Agent may not be able to process the application.

APPLICANT NAME:

SIGNATURE:

DATE:

ALL DOCUMENTS HAVE BEEN SUPPLIED: Y / N

Harcourts

Harcourts Buderim

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Fax: 07 5445 5824

Email: buderimreception@harcourts.com.au