

Residential Tenancy Application Form

1. Property Details

Rental property address:

Rent per week: \$ Bond amount: \$ Have you inspected the property?: YES / NO

Length of tenancy: Months Commencement date:

How many tenants will occupy the property? Adults Dependants Ages

Do you have/want pets at the property?: YES / NO

2. Applicant Details

Title: First name: Last name: Smoker: YES / NO

Date of birth: Age: Preferred contact number:

Email:

Drivers licence number: State: Expiry:

Passport number: Country: Expiry:

Medicare card number: Reference: Expiry:

Pension type (if applicable): Number:

3. Rental History

Current address:

Length of tenancy: Years Months Rent per week: \$

Landlord/agency name: Agent phone: Agent email:

Reason for leaving:

Bond Refunded: YES / NO If no, why?

Previous address:

Length of tenancy: Years Months Rent per week: \$

Landlord/agency name: Agent phone: Agent email:

Reason for leaving:

Bond Refunded: YES / NO If no, why?

4. Employment Details

Occupation: Employers name:

Address:

Length of employment: Years Months Income: \$ per week/month

Contact name: Phone number: Employers email:

Are you self-employed: YES / NO

5. Centrelink Payment

Type: _____ CRN: _____

Income: \$ _____ per fortnight

6. Emergency Contact Details – NOT THE SAME AS A CO-APPLICANT

Name: _____ Relationship: _____

Address: _____ Contact number: _____

7. Identification – MUST EQUAL 100 POINTS OR MORE, MINIMUM ONE FROM EACH CATEGORY, COPIES MUST BE PROVIDED

Section 1	Points	Section 2	Points	Section 3	Points
<input type="checkbox"/> Driver's License	40	<input type="checkbox"/> Current pay slips x 3	30	<input type="checkbox"/> Previous tenancy reference	30
<input type="checkbox"/> Passport	40	<input type="checkbox"/> Current bank statement	30	<input type="checkbox"/> Previous rent receipts x 2	20
<input type="checkbox"/> Proof of age card	40	<input type="checkbox"/> Centrelink statement	30	<input type="checkbox"/> Rates notice	20
				<input type="checkbox"/> Phone bill x 2	10
				<input type="checkbox"/> Vehicle registration	10
				<input type="checkbox"/> Electricity bills x 2	10
				<input type="checkbox"/> Gas bill x 2	10
				<input type="checkbox"/> Medicare card	10
				<input type="checkbox"/> Bank/credit card	10
				<input type="checkbox"/> Birth certificate	10

8. Declaration of Authority

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 (including the reverse side) 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 or the agent of my current or previous residence;
- b) My employer/s;
- c) Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting :-
 •NTD: 1300 563 826 • TRA: (02) 9363 9244 • TICA: 1902 220 346

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 a Bond Authority
- e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- f) refer to collection agents/lawyers (where applicable)
- g) complete a credit check with NTD (National Tenancy Database)

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.

Applicant name: _____ Signature: _____ Date: _____