

Tenancy Application Form



www.yourpropertyagency.com.au

Today's Date :
D D M M Y Y

Property

What is the address of the property you want to rent?

Address Post Code

Rent Amount:

Lease Term: months

Preferred Lease Start Date - -

Applicant Information

First Name : Last Name

Gender : Male Female Self Described Mobile :

Email Address :

Date Of Birth :
D D M M Y Y Y Y

Identification Type Drivers Licence Birth Certificate Passport Other
Insert other type of identification

Emergency Contact

First Name : Last Name

Mobile :

Email Address :

Relationship to Applicant :

Other Occupants

Adults (18+)

All people over 18+ must submit a separate application

First Name

Last Name

Application Attached

First Name

Last Name

Application Attached

First Name

Last Name

Application Attached

If there are more than 4 adults in total please attach another sheet

Children (Under 18)

Number of Children

Total

Current Address

Address of premises

Post Code

Occupancy Type:

Owner

Renting through Agent

Private Landlord

With parents

Share Accommodation

Other



if applicable

Move in Date :

D

D

M

M

Y

Y

Weekly Rent Amount \$

Agent / Owner Contact Details (Current)

Agency or Organisation Name:

Insert the contact details for the person in charge of the property you are renting. Eg Property Manager, Owner, Parents etc.

First Name

:

Last Name

Email Address

:

Mobile

:

Previous Address

Address of premises

Post Code

Occupancy Type:

- Owner
- Renting through Agent
- Private Landlord
- with parents
- Share Accommodation
- Other if applicable

Move in Date :
D D M M Y Y

Move out Date :
D D M M Y Y

Weekly Rent Amount \$

Agent / Owner Contact Details (Previous)

Agency or Organisation Name:

Insert the contact details for the person in charge of the property you are renting. Eg Property Manager, Owner, Parents etc.

First Name : Last Name

Email Address : Mobile :

Current Employment

Are you currently employed or self employed?

No go to section 'Other Income'

Yes **Please provide evidence of employment, eg most recent payslip**

Weekly Income :
after tax

Other Income

Do you receive government benefits?

No

Yes Amount :
Type of benefit \$ weekly


Do you receive any other source of income not already mentioned?

No

Yes Amount :
Description of income, eg dividends or interest of shares \$ weekly

Pets

Do you have any Pets?

<input type="checkbox"/> No	<input type="text"/>	<input type="text"/>
	Type of Pet, eg Cat, Dog, Bird	Breed
<input type="checkbox"/> Yes 	<input type="text"/>	<input type="text"/>
	Age	Name

	<input type="text"/>	<input type="text"/>
	Type of Pet, eg Cat, Dog, Bird	Breed
	<input type="text"/>	<input type="text"/>
	Age	Name

Documentation

Identification

- Passport or
- Birth Certificate or
- Drivers Licence

Income

- 1 most recent payslip

Other Supporting Documentation

- Tenancy Ledger
- Recent Routine Inspection Report

Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1995. I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from 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. I authorise the Agent to obtain a rental reference from, the owner or Agent of my current or previous residence, any record, listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information. I am aware that the Agent will use and disclose my personal information in order to communicate with the owner and select a tenant, prepare lease/tenancy documents, lodge/claim/transfer to/from a Bond Authority, allow tradespeople or equivalent organisations to contact me, refer to Tribunals/Courts & Statutory Authorities (where applicable), refer to collection agents/lawyers (where applicable), complete a credit check with NTD (National Tenancies 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. I am aware that I may access personal information on the contact details above.

The Applicant Acknowledges

- That the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
- That any terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
- That upon being advised of approval of this application by the agent, you will be requested to pay the first 2 weeks rent by EFT or going into an ANZ bank within 24 hours, this creates a legal tenancy agreement. If the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and will recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.

Signature Of Applicant

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y

Date