

APPLICATION FOR TENANCY

Should there be more than one applicant a separate application form should be completed for each applicant.

PREMISES address _____

APPLICANT

PERSONAL DETAILS

Title: Mr <input type="radio"/> Mrs <input type="radio"/> Miss <input type="radio"/> Ms <input type="radio"/> Other <input type="radio"/>		Date of Birth / /	
Full name _____			
Present address _____			
_____		Postcode _____	
Phone: Work _____		Mobile _____	
Phone: Home _____		Fax _____	
Email _____			
Vehicle registration No _____		Driver's License No _____	
Passport No _____		Expiry Date / /	
Bank of Building Society _____		Account Number _____	

PERSONAL REFERENCES

Referee 1 – Name _____	
Phone: Work _____	Mobile _____
Fax _____	Email _____
Referee 2-Name _____	
Phone: Work _____	Mobile _____
Fax _____	Email _____

EMPLOYMENT HISTORY

Occupation of Applicant _____	Date Commenced / /
Employer's name _____	
Employer's address _____	
_____	Postcode _____
Phone: Work _____	Mobile _____
Fax: _____	Email _____

Previous employer's name _____	
Previous employer's address _____	
_____	Postcode _____
Phone: Work _____	Mobile _____
Fax _____	Email _____
Period of employment / / to / /	

EMERGENCY CONTACT – in case of an emergency, name of friend or relative

Name _____	
Address _____	
_____	Postcode _____
Phone: Work _____	Mobile _____
Phone: Home _____	Email _____

TENANCY HISTORY

Name of present Landlord/Agent _____	
Phone: Work _____	Mobile _____
Email _____	

How long at present address _____ Current rent paid \$ _____

Name of previous Landlord/Agent _____	
Phone: Work _____	Mobile _____
Email _____	

Address of previous Premises rented

Postcode _____

OCCUPANT(S) DETAILS

Number of persons who will occupy premises:

Adults _____ Children _____ Ages of Children _____

Pets : Yes _____ No _____ if Yes, number and type _____

Smoker(s) Yes _____ No _____

Note: the Applicant and acknowledges and consents to the Agent verifying personal and employment references and tenant history references.

Signature of Applicant

Date

DETAILS OF RENTAL

Type of premises: _____

Furnished _____ Unfurnished _____

Rent \$ _____ Per _____

Commencing from ____ / ____ / ____ for a period of _____ months/weeks

Residential Tenancy Agreement

Residential Tenancy Agreement to be signed on ____ / ____ / ____ at _____ am/pm

INITIAL PAYMENT

Rental Bond	\$ _____
Rent _____ months/weeks _____ days to ____ / ____ / ____	\$ _____
Residential Tenancy Agreement preparation fee	\$ _____
Sub Total	\$ _____
Less Reservation Fee	\$ _____
Total	\$ _____

Initial payment must be made in cash of bank/building society/credit union cheque or money order. Personal cheques will not be accepted.

APPLICATION

I, the Applicant hereby apply for approval by the owner of the Premises referred to in this form to become the tenant of those Premises on the terms and conditions contained in this form and in the Residential Tenancy Agreement to be drawn up by the owner’s Real Estate Agent and request that pending consideration of my application, the Premises be reserved in my favor.

RESERVATION FEE CONDITIONS

In accordance with Clause 12 of the Residential Tenancies Regulation 1995, it is hereby acknowledged that the taking of the reservation fee referred to in this Application for Tenancy Form is subject to the following conditions:

1. The Applicant has paid a Reservation Fee of \$_____equivalent to _____days rent to reserve the premises in favor of the Applicant for a period of _____days from /___/___to ___/___/ (The reservation fee is calculated on the basis that one day reserved equals one days rent, subject to a maximum of seven days rent).
2. The Premises will not be leased during the reservation period pending the making of a Residential Tenancy Agreement.
3. If the landlord decides not to enter into a Residential Tenancy Agreement on the agreed terms for the residential Premises concerned during the reservation period, the whole of the fee will be refunded.
4. If the entering to the Residential Tenancy Agreement is conditional on the landlord carrying out the repairs or other work specified below and the landlord does not carry out the repairs or other work during the reservation period, the whole of the fee will be refunded.
5. If the prospective tenant decides not to enter into such an agreement and the Premises were not leased or otherwise occupied during the period they were reserved, the landlord may retain so much of the fee is equal to the amount of rent that would have been paid during the period the Premises were reserved (based on the proposed rent) but is required to refund the remainder (if any) of the fee.
6. If a Residential Tenancy Agreement is entered into, the reservation fee is to be paid towards rent for the residential Premises concerned.

Details of any repairs or other work to be carried out by the landlord in accordance with condition 4 above:

I, the Applicant, do solemnly and sincerely declare that I am not a bankrupt or an undercharged bankrupt and affirm that the above information is true and correct.

I have inspected the above mentioned Premises and wish to take a tenancy for such Premises for a period of _____weeks, at a rental of \$_____per week and that the rental to be paid is within my means. I undertake to pay a rental bond in cash or as requested upon the signing of a Residential Tenancy Agreement.

Angelland Realty, acting for the owner of the above Premises acknowledges receipt of the above Application and the accompanying Reservation fee and agrees:

- i to reserve the Premises for the period and in accordance with the conditions above stated.
- ii to notify the applicant within the reservation period whether or not the application has been approved.
- iii and if the applicant has been approved to also prepare within the reservation period a Residential Tenancy Agreement/Lease of the Premises.

Free Utility Connection Service



YourPorter is a FREE service connecting utilities and other services.
If the Agent approves this application, YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

- | | | | | |
|--|---|---|--|-------------------------------------|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Gas | <input type="checkbox"/> Telephone | <input type="checkbox"/> Pay TV | <input type="checkbox"/> Internet |
| <input type="checkbox"/> Car Insurance | <input type="checkbox"/> Life Insurance | <input type="checkbox"/> Health Insurance | <input type="checkbox"/> Home & Contents | <input type="checkbox"/> Home Loans |

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service provider iSelect Ltd to contact me for the connection of services as offered by YourPorter.
I/We acknowledge that if I/We do not provide my/our personal information, YourPorter and iSelect will not be able to provide these services to me/us. YourPorter and iSelect will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).
I/We acknowledge that iSelect, the Agent, its employees and YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter and iSelect contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter and iSelect to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter and iSelect will otherwise collect, hold, use and disclose personal information in accordance with their respective privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/ and <http://www.iselect.com.au/privacy-policy/> YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).
I/We acknowledge that neither YourPorter nor the Agent nor iSelect accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Applicant Signature

Date

PRIVACY POLICY

The personal information of the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant’s identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Applicant in the application and during the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including to the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and/or other agents.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting 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 and manager the tenancy.

Applicant’s Signature

Date

Real Estate Agent’s Signature

Date

Note: A copy of this document shall immediately after signing to delivered to the applicant for retention.

OFFICE USE ONLY

References checked by	_____
Employment	_____
Present Landlord/Agent	_____
Previous Finalized Credit	_____
Bank	_____
References	_____

Notes	_____

Supporting Document:

- Copy of 100 points ID, (passport + bank cards + Medicare + driver license)
- Copy of pays lip for latest two period
- Bank Statement
- Tenancy rental ledger / Landlord Reference
- Latest one debts Bill (telephone, gas, electricity bill)