





Tenancy Application Form

For your application to be processed you must answer all questions.

Roy White

ALDERLEY

A. AGENT DETAILS	
Ray White – Alderley 19 Samford Road ALDERLEY 4051 Phone: (07) 3856 1700- Property Management Fax: (07) 3856 2244	
B. PROPERTY DETAILS	
1. What is the address of the property you would like to rent? <input type="text"/> <input type="text"/> Postcode	
2. Lease commencement date? <input type="text"/> Day <input type="text"/> Month <input type="text"/> Year	
3. Lease term? <input type="text"/> Years <input type="text"/> Months	
4. Property Rental \$ <input type="text"/> Per Week OR	
5. How many people will normally occupy the property? <input type="text"/> #Adults <input type="text"/> # Children Name/Age _____	
C. PERSONAL DETAILS	
6. Please give us your details Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/> Mrs. <input type="checkbox"/> Other <input type="checkbox"/> Surname <input type="text"/> Given name/s <input type="text"/> Date of Birth <input type="text"/> Driver's licence no. <input type="text"/> Driver's licence state <input type="text"/> Passport no. <input type="text"/> Passport country <input type="text"/> Pension no. (if applicable) <input type="text"/> Pension type (if applicable) <input type="text"/>	
7. Please provide your contact details Home phone no. <input type="text"/> Mobile phone no. <input type="text"/> Work phone no. <input type="text"/> Fax no. <input type="text"/> Email address <input type="text"/>	
8. What is your current address? <input type="text"/> <input type="text"/> Postcode	
D. CONTACTS	
9. Please provide a contact in case of emergency (Next of Kin) Surname <input type="text"/> Given name/s <input type="text"/> Relationship to you <input type="text"/> Phone no. <input type="text"/>	

E. FREE UTILITY CONNECTION SERVICE ID:	
To save you time when you're moving house, UtilityOne can help you arrange your utility connections: PHONE ELECTRICITY GAS PAY TV BROADBAND It's a FREE service and there's NO obligation - so just tick this box if you want UtilityOne to call you and explain how the service works. Then, IF you would like help arranging your connections, we will confirm the details with you at that time. Yes, please contact me! <input type="checkbox"/>	
Utility connection services are provided by: 	
Phone: 13 18 19	Email: contact@utilityone.com.au
Fax: 1300 73 18 19	Web: www.utilityone.com.au
UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply. If Section E is completed, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit from a utility service provider in relation to the connection of a service provider. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.	
Applicants Signature <input type="text"/> Date <input type="text"/>	
F. PAYING RENT: We prefer payment of bond and rent by Credit Card using Rental Rewards	
We accept   with 	
<u>Nominate your preferred ongoing payment method (If required):</u> Set & Forget .. Automatic debit payments from your nominated credit card OR Rent Reminders .. Receive an SMS and simply reply 'YES' to pay OR .. Receive an Email and simply reply 'YES' to pay Register and pay rent using a VISA credit card to receive FREE rent protection. Conditions apply, see brochure/visit www.rentalrewards.com.au .	
Credit Card Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Name on Card: <input type="text"/> CCV: <input type="text"/>	
Card Expiry Date <input type="text"/> / <input type="text"/> / <input type="text"/> Next Rent Payment Due <input type="text"/> / <input type="text"/> / <input type="text"/> (allow 3 days for processing)	
Rent Amount \$ <input type="text"/>	
Rent Frequency: Weekly <input type="checkbox"/> Fortnightly <input type="checkbox"/> Monthly <input type="checkbox"/>	
If paying by credit card, I hereby register and authorise Rental Rewards ACN 056 881942 to process payments from my nominated credit card, including the convenience fee of 1.32% of the transaction value (incl. GST) in accordance with this Tenant Registration form (TRF) and the Rental Rewards Terms and Conditions (RRTC) available on www.rentalrewards.com.au . By signing this TRF, I confirm the information above is true and correct, that I have read and understand the TRF and RRTC and that I agree to be bound by the TRF and RRTC. I understand that this arrangement will remain in place until such time as it is cancelled in writing by me or Rental Rewards. NOTE: This transaction will appear on your credit card statement as: "REAL ESTATE PAYMENT-RR, BALMAIN"	
Signature of Applicant: <input type="text"/>	
REAL ESTATE OFFICE USE ONLY: Source: AGENT	
Tenant ID: _____ Agent ID: 400319	
Property Managers Name: _____	
Application faxed to Utility One (if required) <input type="checkbox"/> Date ___/___/___	
Rental Rewards Registration faxed to (02) 9352 3120 (if required) <input type="checkbox"/> Date ___/___/___	

N.B. Both sides of this application must be completed

G. APPLICANT HISTORY

10. How long have you lived at your current address?
 Years Months

11. Reason for leaving your current address?

12. Agent/Landlord details of this property (if applicable)
 Name of landlord or agent Landlord/agent's phone no.
 Landlord/agent's Fax no. Weekly rent paid \$

13. What was your previous residential address – if any?

 Postcode

14. How long did you live at this address?
 Years Months

15. Agent/Landlord details of this property (if applicable)
 Name of landlord or agent Landlord/agent's phone no.
 Landlord/agent's fax no. Weekly rent paid \$
 Was bond refunded in full? If not why not?

H. EMPLOYMENT HISTORY

16. Please provide your current employment details
 What is your occupation?

 Employer's name (inc. accountant if self employed or institution if a student)

 Employer's address

 Postcode
 Contact name Phone no.
 Length of employment Years Months Weekly/fortnightly Income \$

17. Please provide your previous employment details
 Occupation?

 Employer's name:

 Length of employment Years Months Weekly/fortnightly Income \$

I. PERSONAL REFERENCES

18. Please provide two personal references (not related to you)

1. Surname Given name/s
 Relationship to you Phone no.

2. Surname Given name/s
 Relationship to you Phone no.

19. Car Registration

20. Please provide details of any pets:
 Breed / type Council registration / number
 1.
 2.

J. PAYMENT DETAILS

First payment of rent in advance (2 weeks rent) \$
 Rental bond (4 weeks rent) \$
 Amount payable on signing tenancy agreement (Payable by Credit Card, Money Order, Direct Deposit or Bank Cheque only) \$

K. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay the amounts as specified in Section J.

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 about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees for this application
- (c) My current and past employers;
- (d) Any person who maintains any record, listing or database of defaults by tenants; and I authorise and consent to each of those persons providing requested personal information about me to the Agent.

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 the Residential Tenancies Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)

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.

Signature of Applicant Date

L. 100 POINT IDENTIFICATION CHECK

In order for your application to be processed you must provide 100 points (minimum) of identification, one of which must be photo ID. The following documents are acceptable.

Drivers license (40 pts) <input type="checkbox"/>	Previous 2 rent receipts (20 pts) <input type="checkbox"/>
Passport (40 pts) <input type="checkbox"/>	Employment reference on letterhead (20 pts) <input type="checkbox"/>
Birth certificate (certified copy) (30pts) <input type="checkbox"/>	Motor vehicle registration (10 pts) <input type="checkbox"/>
Other Photo ID (30 pts) <input type="checkbox"/>	Previous landlord reference (20 pts) <input type="checkbox"/>
Current wages advice (20 pts) <input type="checkbox"/>	Telstra / Electricity account (10pts) <input type="checkbox"/>

TOTAL POINTS

OFFICE USE ONLY

Form Fully Completed
 Application Signed by Applicant
 Identification Supplied
 Proof of Income Supplied

Accepted By _____ Date ____/____/____