

Address of Premises applied for \_\_\_\_\_

Type of Premises: Furnished / Unfurnished      No. of persons to occupy premises: Adults \_\_\_\_\_ Children \_\_\_\_\_      **Pet: Yes / No**

Name of Applicant 1		
Mobile Number	Work Number	Marital Status
Email		Date of Birth
Current Address		
Current Landlord / Agent		Phone
Period of Occupancy		Rent pw
Previous Address and Landlord / Agent		Phone
Occupation / Course	Period of Employment	
Employer / College		
Employer / College Address		
Contact Name	Phone	
Next of Kin (Name & Phone)		

Name of Applicant 2		
Mobile Number	Work Number	Marital Status
Email		Date of Birth
Current Address		
Current Landlord / Agent		Phone
Period of Occupancy		Rent pw
Previous Address and Landlord / Agent		Phone
Occupation / Course	Period of Employment	
Employer / College		
Employer / College Address		
Contact Name	Phone	
Next of Kin (Name & Phone)		

Credit Reference 1 & phone	
Credit Reference 2 & phone	
Personal Reference 1 & phone	
Personal Reference 2 & phone	
Driver's Licence No.	Car Reg:

Credit Reference 1 & phone	
Credit Reference 2 & phone	
Personal Reference 1 & phone	
Personal Reference 2 & phone	
Driver's Licence No.	Car Reg:

**PRIVACY ACT**

The Agent collects personal information about you to process your application. The Agent may need to collect information from your previous Landlords or Letting Agents, your current Employer and your Referees. The Agent will also check whether any details of tenancy defaults by you are held on any tenancy default databases.

I / we, the said applicant/s, declare that I / we give permission to the Agent to collect any information and to verify all details and pass on such information onto any tenancy database for the assessment of my / our tenancy application. If I / we **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, this may include a tenancy database.

Signature Applicant 1 \_\_\_\_\_ Date \_\_\_\_\_      Signature Applicant 2 \_\_\_\_\_ Date \_\_\_\_\_

**APPLICATION FOR TENANCY**

- Subject to the acceptance of this application and in the consideration of the holding deposit paid, the applicant wishes to apply for tenancy subject to the terms and conditions set out in this form and any subsequent Residential Tenancy Agreement.
- Should the owner accepts this application the holding deposit paid by the applicant will be credited towards the rent, however should the application be refused by the owner then the holding deposit is fully refundable.
- The holding deposit paid by the applicant hereunder is **not refundable** except in the event of the owner or the owner's agent refusing this application.

**THE APPLICANT STATES THAT**

- I / we declare that I / we have inspected the premises.  
I am / we are not bankrupt or insolvent.  
I / we declare that all information contained in this application is true and correct and given under my / our own free will.
- I / we acknowledge that the information on this application is a fundamental precondition of the owner entering into the Residential Tenancy Agreement.  
I / we acknowledge that this is an application to lease the abovementioned property and that my / our application is subject to the owner's approval and the availability of the premises on the due date.
- I / we hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.  
I / we acknowledge that the deposit paid by me / us hereunder is **not refundable** except in the event of the owner or the owner's agent refusing this application.
- I / we acknowledge that any rental bond and initial payment of rent must be made in cash or bank cheque.  
I / we acknowledge that I / we **MUST** pay rent in advance, otherwise the Agent reserves the right to **charge me / us a service fee** to collect rental arrears.

**TENANCY TERMS**

Period ..... / months	Commencing on .....	Payment Method:	Document needed to complete application on approval:
Rent is \$ _____ pw	_____ pcm	<input type="checkbox"/> Branch Deposit	<input type="checkbox"/> Passport (prove of residency)
First payment of rent in advance \$ _____	\$ _____	<input type="checkbox"/> Internet Banking	<input type="checkbox"/> Driver Licence (if any)
Rental bond \$ _____	\$ _____	<input type="checkbox"/> Monthly	<input type="checkbox"/> Pay Slip (if applicable)
Lease preparation fee \$ _____	\$ _____	<input type="checkbox"/> Fortnightly	<input type="checkbox"/> Current Tenancy Ledger
Sub-total \$ _____	\$ _____		<input type="checkbox"/> Bank Statement (last 3 months)
Less Deposit (if applicable) \$ _____	\$ _____		<input type="checkbox"/> Student Card (student applicants)
Total amount payable \$ _____	\$ _____		
Applicant 1 signature _____	Applicant 2 signature _____	Date _____	Real Estate Agent _____ Date _____