



15 Ebenezer Place, ADELAIDE
Ph: 8223 1188 Fax: 8224 0820

Residential Tenancy Application Form

PROPERTY APPLIED FOR	WEEKLY RENT \$
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LEASE TERM <input type="checkbox"/> 6 Months <input type="checkbox"/> 12 Months <input type="checkbox"/> _____	LEASE COMMENCEMENT __/__/__
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Number of people to occupy property? Adults..... Children (Ages).....

Applicant 1		Applicant 2	
Family Name		Family Name	
Given names		Given names	
Date of birth		Date of birth	
Occupation		Occupation	
Current Address		Current Address	
Home Phone		Home Phone	
Work Phone		Work Phone	
Mobile		Mobile	
Email		Email	
Drivers License & State		Drivers License & State	
Passport no. & Country		Passport no. & Country	
Car Registration & State		Car Registration & State	

Notice to Applicant

Before any application will be considered, each applicant must achieve a minimum of 100 check points. No lease will be offered without one (1) form of **Photo ID** and **Proof of Income**.

Source	Check Points	Applicant 1 Office Use	Applicant 2 Office Use
Copy of bank statement (compulsory)	30 points	<input type="checkbox"/>	<input type="checkbox"/>
Drivers licence	50 points	<input type="checkbox"/>	<input type="checkbox"/>
Photo ID	30 points	<input type="checkbox"/>	<input type="checkbox"/>
Passport	60 points	<input type="checkbox"/>	<input type="checkbox"/>
Last 4 rent receipts	50 points	<input type="checkbox"/>	<input type="checkbox"/>
Minimum 2 references from previous landlord/agent	20 points	<input type="checkbox"/>	<input type="checkbox"/>
Copy of motor vehicle registration papers	10 points	<input type="checkbox"/>	<input type="checkbox"/>
Copy of birth/marriage certificate	10 points	<input type="checkbox"/>	<input type="checkbox"/>
Enrolment paper from a tertiary institution	20 points	<input type="checkbox"/>	<input type="checkbox"/>

NB: Should you not be able to meet the "100 Check Points", please speak to the Property Manager

Employment

If you are a Business	Applicant 1	Applicant 2
Business name		
Business address		
Business phone		
ABN		
Industry/nature of business		
Occupants name(s)		
Occupants phone		
Occupants email		

If you are Employed	Applicant 1	Applicant 2
Occupation		
Current employer's name		
Employer's address		
Employer's phone		
Supervisor's name		
Industry/nature of business		
Length of Employment		
Nett Weekly Income \$		
If employed there for less than 6 months, previous employer's name		
Phone		
Length of Employment		

If you are Self-Employed	Applicant 1	Applicant 2
Business name		
Business address		
Business phone		
ABN		
Industry/nature of business		
Length of Employment		
Accountant name		
Accountant phone		

If you are a Student	Applicant 1	Applicant 2
College/Tafe/University		
Student ID #		
Income/source		
Faculty/Course		

Rental History

	Applicant 1	Applicant 2
Current/Previous Landlord/Agents name		
Phone number		
Address of property rented		
Rent per week \$		
Period rented		
Bond refunded? Yes/No		
If NO, why?		

Business or Personal Reference

	Applicant 1	Applicant 2
Name		
Address		
Phone		
Relationship		
How long known?		

Nearest Relative/Friend (not residing with you)

	Applicant 1	Applicant 2
Name		
Address		
Phone		
Relationship		

Utility Connection



This is a free service that connects all your utilities. Once we have received this application we will call you to confirm your details.

Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this Application to confirm the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.

Would you like your utilities to be connected by Direct Connect? YES

Please tick utilities as required: Electricity Gas Phone Internet Pay TV Insurance

For terms and conditions, visit <http://www.directconnect.com.au/terms.php>

Signature of Applicant _____

Date/...../.....

Property Manager: Katy Laidlaw

Application to be sent to Direct Connect? YES

Disclaimer/Authority

I, the said Applicant/s acknowledge that:

- The above information is true and correct and given at my free will
- The information shall be relied upon to form my tenancy assessment
- The agent may conduct independent evaluation checks and use this information in assessing this application
- Accept the property as inspected and will not permit pets on the premises
- The applicant/s are over 18 years of age
- The applicant/s have not been bankrupt
- Only those persons notified in this application will permanently reside in this property
- The applicant will be required to pay rental in advance and a rental bond
- The property will be inspected by the agent on a periodic basis and the applicant will be advised in writing of the time range & date of each inspection
- The property will be let subject to the owners approval of this tenancy application
- Should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.
- If accepted for this property, the applicant/s agree not to use the property for any business or commercial purposes.
- The successful applicant may not sub-let the premises or assign his/her interest without the prior written consent of the property owner.
- The property owner's insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.

Privacy Statement

In accordance with the Privacy Act 1988, the personal information the prospective tenant provides in this application or that which is 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 this 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 the landlord, referees, financial institutions, tradespeople, other agents and third party operators of tenancy reference databases and other third parties as required by law. Information already held on these databases may also be disclosed to the Agent & Landlord. If the applicant enters into a Residential Tenancy Agreement, and fails to comply with the obligations under that Agreement, that fact and other relevant personal information collected during the course of the tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and other agents. If the applicant would like to access their personal information held by the Agent, simply contact the Property Manager. 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 manage the tenancy. Further information about the Agent's privacy practices is set out in its privacy policy, which can be obtained by contacting the agent.

Tenant Acknowledgement

I, the Applicant acknowledge that I have read and fully understand the above statements. 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 1997. I acknowledge that upon approval of this application by the agent, a legal tenancy agreement is created and if the tenants choose not to proceed, the agent will begin procedures to relet the property and may choose to recover costs incurred from the reletting.

Applicant 1 Signature _____ **Applicant 2 Signature** _____
Date...../...../..... Date...../...../.....