

G. APPLICANT HISTORY

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

11. Why are you leaving this address?

12. Landlord/Agent details of this property (if applicable)

 Landlord/Agent's phone no. Weekly rent paid \$

13. What was your previous residential address?

 Postcode

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

15. Landlord/Agent details of this property (if applicable)

 Landlord/Agent's phone no. Weekly rent paid \$

 Was bond refunded in full? If no why not?

16. Please answer the following questions:

	YES	NO
Have you ever been evicted by any landlord or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been refused another property?	<input type="checkbox"/>	<input type="checkbox"/>
Are you in debt to another landlord or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Is there any reason that would affect your rent payment?	<input type="checkbox"/>	<input type="checkbox"/>

H. EMPLOYMENT HISTORY

17. Please provide your employment details
 What is your occupation?

What is the nature of your employment:
 (FULL TIME/PART TIME/CASUAL)

Employer's name/Centrelink details/Business name & A.C.N if self employed

Employer's address

 Postcode

Contact name Phone no.

Length of employment Years Months Weekly salary/income

18. Please provide your employment details
 What is your occupation?

What is the nature of your employment:
 (FULL TIME/PART TIME/CASUAL)

Employer's name/Centrelink details/Business name & A.C.N if self employed

Length of employment Years Months Weekly salary/income

Are you a student? Yes No

Course Duration

I. CONTACTS / REFERENCES

19. Please provide a contact in case of emergency

Surname Given name/s

Relationship to you Phone no.

20. Please provide two personal references (not related to you). Please ensure each has agreed for you to nominate them as a referee and names must be given that can be collected during business hours.

1. Surname Given name/s

Relationship to you Phone no.

Address

2. Surname Given name/s

Relationship to you Phone no.

Address

21. IF SELF EMPLOYED - Please provide business references

1. Accountants name & address

 Postcode

Contact name Phone no.

2. Business name and address

 Postcode

Contact name phone no.

J. OTHER INFORMATION

22. Car Registration

23. Please provide details of any pets:
 Breed/Type Council Registration/number

1.

2.

K. DECLARATION

I the applicant 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 rental in advance and a rental bond, and 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 acknowledge that I will be required to pay the amounts as specified below.

\$ Per week OR \$ Per month

Signature Date

X



Thank you for your inquiry on one of our rental properties. We value your interest and will endeavour to make the process as smooth and hassle free as possible.

You will probably already realise that not all of our properties will be suitable to you and likewise we do not accept every application we receive. In order to assist you with your search for a property and ultimately your application for tenancy, should you decide to proceed with us, the following information might be useful.

We strongly recommend once you receive our vacancy list, that you do a drive-by. This will help eliminate any properties that do not appeal to you and may save you time and energy. A time to view the property inside can then be made at a suitable and convenient time.

When you have chosen a property that you are interested in, you will be given an Application for Tenancy. It is essential that each person who wishes to reside in the property complete this, in full, prior to making an application. **Applications that are incomplete will not be proceeded.** Should you require assistance with completing the form, we would be more than happy to help. When you return your application you must ensure that you have the following available:

Evidence of your income - you will be required to provide evidence of income. This can be in the form of a pay slip, Accountants letter (if self employed) or Centrelink Statement.

Appropriate Identification— each applicant is required to provide a minimum of 100 checkpoints using the following as a guide:

Last 4 weeks rent receipts/copy of tenant ledger	50 points
Driver Licence	40 points
Proof of Bond Refund Amount	30 points
Passport/Photo ID	30 points
Reference from previous landlord/agents & phone number	20 points
Copy of previous telephone, electricity, gas etc	10 points
Copy of Birth Certificate	10 points
Proof of Income	30 points

Tenancy Check—upon authorisation, your application will be checked against a national tenancy database (TICA & NTD) for information. If you have ever had a problem with a previous tenancy, it is imperative that you advise us so that we can discuss it with you.

We may also ask for your consent to confirm your information details with your employer, and discuss any previous tenancy with a former agent/lessor.

Application not Accepted —Our office will retain your application form for only 72 hours after lodgement. At this point unless otherwise directed, your application will be shredded as per the Privacy Act.

Rental Payment Method —Our office does not accept cash as a method of rental payment. The bond and first two weeks rent can be paid in cash, money order or bank cheque (personal cheques are not acceptable). We offer the choice of Direct Debit, Money Order or Bank Cheque. Payment via DEFT payment system costs \$0.85 per transaction from a savings account charged at the time of each transaction. Credit card payments attract over 1.3% surcharge.

We understand that moving house can be a traumatic experience with significant upheaval to all residents. We want you to know that we are here to make a smooth transition, but do request your co-operation with the above.

Should you have any questions at all, we would be delighted to answer them.

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Ray White.
Moorooka

