

APPLICATION FOR TENANCY

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

ADDRESS OF PREMISES APPLIED FOR: Carspace/Garage No.:

FULL NAME: Mr/Mrs/Miss/Ms DATE OF BIRTH:

PRESENT ADDRESS: PHONE:

NAME OF PRESENT LANDLORD/AGENT: PHONE:

OCCUPATION: EMPLOYER'S NAME:

EMPLOYER'S ADDRESS:

PERIOD OF EMPLOYMENT:

PREVIOUS EMPLOYER:

ADDRESS: PHONE: PERIOD OF EMPLOYMENT:

PERSONAL REFERENCES: 1.
 2.

DRIVERS LICENCE No.: VEHICLE REGISTRATION No.: PASSPORT No
 IN CASE OF EMERGENCY NAME AND ADDRESS OF FRIEND OR RELATIVE: PHONE:

NUMBER OF PERSONS WHO WILL OCCUPY PREMISES: ADULTS: CHILDREN: AGES OF CHILDREN:

PETS: YES / NO NUMBER & TYPE:

HOW LONG AT PRESENT ADDRESS: .. CURRENT RENT PAID: \$

ADDRESS OF OTHER PREVIOUS PREMISES RENTED:

NAME OF LANDLORD/AGENT: PHONE:

BANK OR BUILDING SOCIETY: BRANCH:

NOTE: IT IS ACKNOWLEDGED BY THE APPLICANT THAT THESE REFERENCES WILL BE VERIFIED BY THE AGENT AND THE APPLICANT CONSENTS.

.....
 SIGNATURE OF APPLICANT DATE

Owner Of Property:

Type Of Premises: furnished / unfurnished Rent: \$..... Per

For a total period of months / weeks

Rental Bond
 rent weeks days to

At \$..... per \$

Residential Tenancy Agreement preparation fee \$

PLEASE NOTE: INITIAL PAYMENT MUST BE MADE IN CASH OR BANK / BUILDING SOCIETY CHEQUE. \$

Residential Tenancy Agreement to be signed on at am / pm

NOTICE

If you dispute part or all of the amount specified in this statement, and if you have been unable to resolve the dispute, you may apply to the Fair Trading Tribunal for a determination of the matter. By law legal action to recover the amount specified in this statement cannot be commenced until 28 days after it has been served on you.

APPLICATION

I, the Applicant hereby apply for approval by the Owner of the premises referred to in this form to becoming 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 favour.

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 ...

- The Applicant has paid a Reservation Fee of \$ equivalent to days rent to reserve the premises in favour of the Applicant for a period of days (calculated on the basis that one day reserved equals one day's rent, subject to a maximum of seven days' rent).
- The premises will not be let during the reservation period pending the making of a Residential Tenancy Agreement;
- 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;
- If the entering into of 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;
- If the prospective tenant decides not to enter into such an Agreement and the premises were not let or otherwise occupied during the period they were reserved, the landlord may retain so much of the fee as 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: AND
- 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:

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.....

I, the Applicant, do solemnly and sincerely declare that I am not a bankrupt or an undischarged 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.

I / We,

Trading as

the Real Estate Agents, acting for the Owner of the above premises acknowledge receipt of the above Application and the accompanying Reservation Fee and agree:

- (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.

Applicant's Signature: Real Estate Agent's Signature:

in the presence of: in the presence of:

date: date:

NB. A copy of this document shall immediately after signing be delivered to the Applicant for retention.

OFFICE USE ONLY

REFERENCES CHECKED BY:

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Employment:

Present Landlord / Agent:

Previous finalised credit:

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Bank:

References:

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NOTES:

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