

APPLICATION FORM

sheryl

upton

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DATE: _____ PROPERTY ADDRESS: _____

PREFERRED LEASE START DATE: _____

RENTAL PRICE: \$ _____ pw LENGTH OF LEASE: _____

HOW MANY PEOPLE WILL OCCUPY PROPERTY: Adults _____ Children _____ (ages)

PETS: NO YES TYPE: _____

YOUR NAME: Mr/Mrs/Ms _____ D.O.B: _____

ADDRESS: _____

PHONE CONTACTS: (H) _____ (H) _____ (MOB) _____

EMAIL: _____ DRIVERS LICENCE/PASSPORT NO: _____

HOW LONG HAVE YOU BEEN AT CURRENT ADDRESS: _____

REASON FOR LEAVING: _____

IS THIS PROPERTY: RENTED OWNED PRIVATE LANDLORD

*IF RENTED, NAME & CONTACT DETAILS FOR AGENT:

*IF OWNED, PLEASE ATTACH EVIDENCE EG. RATES NOTICE.

*IF PRIVATE LANDLORD, PLEASE ATTACH EVIDENCE OF: Lease, Landlords ID and/or evidence the Landlord actually owns the property. *(we will not be processing applications without these details)*

PREVIOUS ADDRESS: _____

OCCUPATION: _____ EMPLOYMENT DURATION: _____

FULL TIME PART TIME CASUAL INCOME P.A. \$ _____

EMPLOYERS NAME: _____

CONTACT NAME: _____ PHONE: _____

PREVIOUS OCCUPATION: _____

PREVIOUS EMPLOYERS NAME: _____ EMPLOYMENT DURATION: _____

CONTACT NAME: _____ PHONE: _____

EMERGENCY CONTACT: _____

PHONE: _____

RELATIONSHIP TO YOU: _____

REFERENCES:

1. _____ PH: _____ RELATIONSHIP _____

2. _____ PH: _____ RELATIONSHIP _____

NOTE: SELF EMPLOYED

The onus is on you to provide sufficient detail regarding your financial status and ability to pay rent.

Some examples are: bank statements, Profit and Loss Statement, tax return, letter from Accountant.

WHAT TO ATTACH TO THIS APPLICATION

- Photo ID
- Evidence of income
- Copy of Utility Bill (to show you live at your address)
- Rates Notice
- Any written references
- A copy of your payment ledger (if currently renting through an agent)

I give Sheryl Upton Property permission to complete a CREDIT CHECK: YES NO

Signed: _____

I give Sheryl Upton Property permission to complete a POLICE CHECK: YES NO

Signed: _____

DECLARATION & AUTHORITY TO OBTAIN INFORMATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

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.

During my inspection of this property I found it to be in a reasonably clean condition.

YES NO

If no, I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the approval of the landlord.

I authorise the Agent to obtain personal information from:

- (a) the owner or the Agent of my current or previous residence
- (b) my personal referees and employer/s
- (c) any record, listing or database of defaults by tenants

If I default under a rental agreement, 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) prepared lease/tenancy documents
- (c) allow organisations/tradespeople 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)
- (g) complete a credit check with NTD (National Tenancies Database)
- (h) transfer water account details into my name

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.

Signed: _____ Date: _____