

Dwyer • Dunn

PROPERTY CONSULTANTS

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TENANCY APPLICATION FORM

NOTE: THIS APPLICATION WILL NOT BE PROCESSED UNTIL ALL APPLICABLE DOCUMENTATION HAS BEEN ATTACHED.

PROPERTY DETAILS

Property address:		
Date required:	Term of Lease (mnths):	Rental price:

APPLICANT DETAILS

Title:	Mr	Mrs	Miss	Ms	Other:
Surname:			Given name:		DOB:
Telephone:	(h)	(w)	(m)		
E-mail:			Fax:		
Drivers Licence No:			Vehicle Registration No:		
Pets (circle):	Yes	No	Type: _____	Breed: _____	Age: _____
Number of people to occupy the premises?			Adults _____	Children _____	

NOTE: THESE DETAILS MAY BE USED FOR THE SERVICE OF NOTICES. PLEASE PROVIDE A PHOTOCOPY OF VALID DRIVERS LICENCE.

CURRENT DETAILS/ RENTAL HISTORY

Current status: (circle)	Renting	Own home	Live at home	Selling
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NOTE: IF SELLING OR OWN PROPERTY, PLEASE PROVIDE A COPY OF RATES NOTICE.

Name of Listing Agent (if selling):		Ph:
Current Address:		
Name of Agent/Owner (if renting):		Ph:
Address:		
Rent paid:	Period of tenancy:	
Reasons for vacating:		
Previous address (only applicable if less than 3yrs) :		
Period of tenancy:	Name Agent/Owner:	Ph:
Reason for vacating:		

CURRENT OCCUPATION

Position:	Duration of employment:
Gross income (per week):	
Employer name:	Ph:
Company address:	
Company name:	

NOTE: PLEASE SUPPLY EITHER TWO CURRENT PAYSLEIPS OR OFFER OF EMPLOYMENT.

PERSONAL REFERENCES (if unable to provide previous rental history)

Name:		
Telephone:	(h)	(w)
Address:		
Name:		
Telephone:	(h)	(w)
Address:		

SMOKING

Do you or any of the co-applicants smoke?	YES	NO
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Name:			
Telephone:	(h)	(w)	(m)
Address:			

I, the Applicant, hereby gives full authority and consent to contact and obtain information related to this application, any person(s) or business(es) otherwise referred to as Contact Referee/References.

I, the Applicant, acknowledge that I will make no claim or demand nor commence litigation against the lessor or his agent should the premises be found to be unavailable due to occupation by another occupier or should the applicant be deemed unsuccessful.

I, the Applicant, further acknowledge that information contained therein may be passed to the Lessor and that the final decision will be made by the Lessor.

I, the Applicant, also acknowledge that should the application be unsuccessful, all paperwork related to this application shall be destroyed within 14 to 30 working days.

I, the Applicant, do solemnly and sincerely declare that I am not 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 fixed period of _____ weeks, at a rental of \$ _____ per week and that the rental to be paid is within my means. I undertake to pay the bond upon the signing of a Tenancy Agreement.

PLEASE NOTE: INITIAL PAYMENT OF BOND MUST BE MADE IN BANK/BUILDING SOCIETY CHEQUE OR MONEY ORDER.

I, the Applicant, acknowledge the availability of the renting book from The Office of Regulatory Services, GPO Box 158 Canberra ACT 2601 – 255 Canberra Ave, Fyshwick ACT 2609

I DO NOT HAVE NOR INTEND TO HAVE A PET IN OR ON THE PREMISES WITHOUT PERMISSION IN WRITING FROM THE LESSOR OR HIS/HER AGENT.

Applicants Signature _____ Date: _____

Witness _____ Date: _____