

APPLICATION FOR TENANCY

1. ADDRESS OF PREMISES APPLIED FOR	
	Date Inspected
2. APPLICANT ONE	
PERSONAL DETAILS	
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other	Date of birth
Full name	
Present address	
Phone work	Mobile
Fax work	E-mail
Drivers licence No.	Vehicle registration No.
Have you made an application for accommodation in any social housing, as defined in the Residential Tenancies Act 2010 or aged care facility? <input type="checkbox"/> Yes <input type="checkbox"/> No. If Yes, date application was made	
TENANCY HISTORY	
Name of present Landlord/Agent	
Phone work	Mobile
	E-mail
Length of time at present address	Current rent \$
years/months	per week/month
Reason for vacating	
Address of previous premises rented	
Name of previous Landlord/Agent	
Phone work	Mobile
	E-mail
Length of time at previous address	Current rent \$
years/months	per week/month
Reason for vacating	
EMPLOYMENT HISTORY	
Occupation of applicant	Date commenced employment
Employer's name	Employer's address
Phone work	Mobile
	E-mail
3. APPLICANT TWO	
PERSONAL DETAILS	
Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other	Date of birth
Full name	
Present address	
Phone work	Mobile
Fax work	E-mail
Drivers licence No.	Vehicle registration No.
Have you made an application for accommodation in any social housing, as defined in the Residential Tenancies Act 2010 or aged care facility? <input type="checkbox"/> Yes <input type="checkbox"/> No. If Yes, date application was made	
TENANCY HISTORY	
Name of present Landlord/Agent	
Phone work	Mobile
	E-mail
Length of time at present address	Current rent \$
years/months	per week/month
Reason for vacating	
Address of previous premises rented	
Name of previous Landlord/Agent	
Phone work	Mobile
	E-mail
Length of time at previous address	Current rent \$
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Reason for vacating	
EMPLOYMENT HISTORY	
Occupation of applicant	Date commenced employment
Employer's name	Employer's address
Phone work	Mobile
	E-mail

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4. TENANCY AGREEMENT DETAILS-PLEASE COMPLETE

NUMBER OF OCCUPANTS (adults children ages of children pets: yes no. If yes, number and type

WHEN WOULD YOU LIKE TO BEGIN TENANCY _____ / _____ / _____.

I/We, the applicant/s, have inspected the premises and wish to take the tenancy for such premises in its current condition for a period of **26 or 52 weeks at a rental of \$ _____ per week** and that the rental to be paid is within my means.

I/We, the Applicant/s, hereby apply for approval by the owner of the Premises referred to in this form to become 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. 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. Note: Initial payment must be made in cash or bank/building society/credit union cheque or money order. Personal cheques will not be accepted.

NOTICE TO PROSPECTIVE TENANTS-AVAILABILITY OF SERVICES

The availability of telephone lines; internet services; analogue, digital or cable television (and the adequacy of such services) are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely upon their own enquiries.

HOLDING FEES FOR APPROVED APPLICANTS

In accordance with Section 24 of the Residential Tenancies Act 2010, it is hereby acknowledged that the taking of the Holding Fee referred to in this Application for Tenancy Form is subject to the following conditions:

The Applicant, if approved, will pay a Holding Fee of equivalent to 7 days rent to hold the Premises in favour of the Applicant for a period of 7 days from the date of approval.

1. If the Applicant has paid a holding fee, the landlord must not enter into a residential tenancy agreement for the residential premises with any other person within 7 days of payment of the fee (or within such further period as may be agreed with the tenant) unless the tenant notifies the landlord that the tenant no longer wishes to enter into the residential tenancy agreement.
2. A holding fee may be retained by the landlord only if the tenant enters into the residential tenancy agreement or refuses to enter into the residential tenancy agreement.
3. A holding fee must not be retained by the landlord if the tenant refuses to enter into the residential tenancy agreement because of a misrepresentation or failure to disclose a material fact by the landlord or landlord's agent.
4. If a residential tenancy agreement is entered into after the payment of a holding fee, the fee must be paid towards rent.
5. A tenant cannot be asked to pay a holding fee unless the tenant's application has been approved by the landlord and the holding fee does not exceed 1 week's rent of the residential premises.

PRIVACY POLICY

The personal information the prospective tenant provides in this application or 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 to the Landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/ or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and/or other agents. If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the address and contact numbers contained in this application. 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.

Note: The applicant acknowledges and consents to the Agent verifying employment and tenant history references

DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION (Please note, all documents must be submitted for all applicants in order for the application to be processed)

- Driver's license or passport or ID card
- Current bank statement
- Last 3 pay slips or a centrelink income statement (if receiving government benefits)
- Tenancy ledger (if renting property) or copy of the rates notice (if own property)

Signature of applicant one

Signature of applicant two

Date



PHONE: 9784-7900
 FAX: 9787-2952
 DIRECT LINE: 9704-6932
 MOBILE: 0404 000 419
 Email: ysobol@vjray.com.au

YULIYA SOBOL
 PROPERTY MANAGER

V.J. RAY PTY. LTD.

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REAL ESTATE AGENTS • AUCTIONEERS

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