



Real Estate

171 Victoria Street
MACKAY Q 4740
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Email: rentals@eldersmackay.com.au
Website: www.eldersmackay.com.au

APPLICATION FOR RESIDENTIAL TENANCY

Property Located At: _____

Inspected the Property **Applying Sight Unseen** (please tick one)

You are required to meet 100 point identification criterion upon submission of your application, and the agent may photocopy any item and retain as part of your application.

If the following documents are not attached to this application, the application may not be processed.

A copy of your drivers licence or 18+ card must be supplied.

40 Points:

- Drivers Licence
- Passport
- 18+ Card
- Student ID

30 Points:

- Bank Statements
- Recent Utility Account
e.g Phone, Electricity or gas
- Last FOUR Rent Receipts or Tenant Ledger

20 Points:

- Medicare Card
- Birth Certificate
- Registration Papers

You are also required to supply proof of your income upon submission of your application.

- Employed: Last TWO pay slips
- Self-employed: Bank Statements, Group Certificate or Accountants Letter
- Not Employed: Centrelink Statement

If these documents are not available, please discuss this with the property manager.

FULL NAME: _____ **DOB:** _____

MAIDEN NAME/OTHER NAMES USED: _____

DRIVERS LICENCE NO. _____ **STATE:** _____ **NO. OF CARS:** _____

PHONE: H _____ **W** _____ **M** _____

EMAIL: _____ **SMOKER: YES/NO** (Please Circle)

OTHER PERSONS TO BE LIVING AT THE PROPERTY (Full Names and Ages)

PETS: Dog/Cat/Other _____ Breed: _____ No. Of Pets _____

CURRENT ADDRESS _____

Reason for leaving _____ Owner Occupied/Tenant (Please Circle)

Occupancy ___/___/___ to ___/___/___ Rent Paid \$ _____ per week

Lessor/Agent _____

Address _____ Phone _____ Fax _____

PARENTS OR NEAREST RELATIVE (not living with you)

Name _____ Relationship _____

Address _____ Phone _____

PREVIOUS HOUSING HISTORY (at least 5 years history)

Address of Property _____
Reason for leaving _____ Owner Occupied/Tenant (Please Circle)
Occupancy ___/___/___ to ___/___/___ Rent Paid \$_____ per week
Lessor/Agent _____
Address _____ Phone _____ Fax _____

Address of Property _____
Reason for leaving _____ Owner Occupied/Tenant (Please Circle)
Occupancy ___/___/___ to ___/___/___ Rent Paid \$_____ per week
Lessor/Agent _____
Address _____ Phone _____ Fax _____

Address of Property _____
Reason for leaving _____ Owner Occupied/Tenant (Please Circle)
Occupancy ___/___/___ to ___/___/___ Rent Paid \$_____ per week
Lessor/Agent _____
Address _____ Phone _____ Fax _____

Address of Property _____
Reason for leaving _____ Owner Occupied/Tenant (Please Circle)
Occupancy ___/___/___ to ___/___/___ Rent Paid \$_____ per week
Lessor/Agent _____
Address _____ Phone _____ Fax _____

EMPLOYED

Occupation: _____ Nett Weekly Wage \$_____ (written confirmation required)
Employer _____ Period of employment _____
Employers Address _____ Phone _____

IF SELF-EMPLOYED

Name of Business _____ Type of Business _____
Address _____ Period of Self-Employment _____
Accountants Name and Phone _____ ABN _____

BUSINESS/WORK REFERENCES (anybody from current or previous jobs)

Name _____ Business Name _____
Address _____ Phone _____

Name _____ Business Name _____
Address _____ Phone _____

PERSONAL REFERENCES (not family)

Name _____ Relationship _____
Address _____ Phone _____

Name _____ Relationship _____
Address _____ Phone _____

Please advise the following by selecting either Yes or No

Have you ever been evicted by any agent/lessor? Yes/No
Is there any reason known to you that would affect your ability to pay rent? Yes/No
Was your rental bond at your last address refunded in full? Yes/No
If no, why? _____
Are you in debt to another agent/lessor? Yes/No
If yes, why? _____

All sections of this application, including phone numbers and fax numbers, must be completed or your application may not be processed.

DISCLAIMER / AUTHORITY

PLEASE COMPLETE ALL SECTIONS!

I, _____ do solemnly and sincerely declare that the information contained in this application is true and correct and that all the information was given of my own free will.

I have **inspected** the property located at _____

I am applying **sight unseen** for the property located at _____

I have on my own accord decided I wish to rent the property for a lease term of _____ months, commencing on _____ and acknowledge the rent of \$_____ per week is within my means of support.

If this application for tenancy is successful I acknowledge that if the first weeks rent is not paid and the Tenancy Agreement signed by me within 24 hours of being selected, Elders may terminate this arrangement and select another tenant.

I understand and agree that the first weeks rent becomes 'non-refundable' when the Tenancy Agreement is signed, regardless of the commencement date of the Tenancy Agreement. The second weeks rent is payable on or before the commencement date.

The Bond on the property is equal to 4 weeks rent and I agree to pay the full Bond on or before the commencement date of the Tenancy Agreement.

I understand and agree that Elders will carry out routine inspections on the property. The first inspection will be carried out within the first 3 months of my tenancy and future inspections will be carried out every 3-4 months. I agree that I will co-operate fully to allow these inspections to be carried out.

I agree that should this application for tenancy not be successful, the agent is not required or obligated to supply any reason for the rejection of this application unless the application is declined as a result of my name being listed with a tenancy database. Unsuccessful applications will be shredded within 24 hours.

I understand and agree to Elders Real Estate supplying all necessary information to any Tenancy Data Bases that they use. And also understand and agree that if I default on any rental payment or breach my Tenancy Agreement, my name may be listed with a nationwide tenancy database as a defaulting tenant, which could have an adverse effect on my ability to obtain future rental accommodation. The removal of any information from a database company is subject to the conditions of the database company.

Privacy Act – I hereby authorise Elders to obtain information from, or give information to all credit providers, references supplied to you, all tenancy databases in Australia, any private Landlords and Real Estate agents I currently rent from or have previously rented from, current and previous employers and any other persons or organisations who have information about me that would assist you to assess my application for a tenancy. I understand this can include information about my creditworthiness, credit history and credit capacity, as well as more general information that may be relevant to assessing my application.

Applicants Name: _____

Applications Signature: _____

Signature Witness: _____

Date Signed: _____

RENTAL REFERENCE

In accordance with the Privacy Act, I authorise the recipient of this fax to give information to ELDERS REAL ESTATE MACKAY, regarding my rental history. I understand this information will be used to assess my application.

Applicants Name: _____ (Please Print)

Applicants Signature: _____

Date Signed: _____

OFFICE USE ONLY

PROPERTY ADDRESS: _____

Period of Occupancy? _____ Amount of Rent Paid? _____

Is Rent paid on time? _____ No. of people on the lease? _____

No. of occupants? _____

Do they look after the property? _____

Please comment on routine inspections: _____

Are the gardens and yard kept in good condition? _____

Are pets kept on the property? Yes/No

If Yes, have there been any problems caused by the pets? _____

Why are they vacating? _____

Have any notices been issued? _____

Was the bond refunded in full? Yes/No If No, Why? _____

Is any money outstanding? _____

Would you rent to them again? _____

Confirmed By: _____

**Please also supply Elders Real Estate with a copy of my current rent ledger
If you have any queries please phone on 07 4951 9099.**

**PLEASE COMPLETE AND RETURN BY FAX TO ELDERS REAL ESTATE MACKAY
07 4951 9090**