

## residential tenancy application

**nb: rental applications will only be processed if this form is completed in full, and all supporting documentation (see 100 point id check) is provided at the time of submitting the application.**

### how did you find out about this property?

smh  mconnellbourn.com.au  domain.com.au  realestate.com.au.

signboard  friend  other

### property details

rental property address \_\_\_\_\_

start date \_\_\_\_\_ length of tenancy \_\_\_\_\_

rent \_\_\_\_\_

### tenant details

mr/ms/miss/mrs/dr/other full name \_\_\_\_\_

date of birth \_\_\_\_\_

phone h \_\_\_\_\_ w \_\_\_\_\_ m \_\_\_\_\_

email \_\_\_\_\_

marital status \_\_\_\_\_ no. of children \_\_\_\_\_ ages \_\_\_\_\_

number of persons to occupy the premises \_\_\_\_\_

car registration # \_\_\_\_\_

drivers license# \_\_\_\_\_ passport # \_\_\_\_\_

### current address

address \_\_\_\_\_

how long at current address \_\_\_\_\_ If renting, current rent paid \$ \_\_\_\_\_

current agent/landlord \_\_\_\_\_

address \_\_\_\_\_ ph \_\_\_\_\_

previous address \_\_\_\_\_ period of occupancy \_\_\_\_\_

previous agent/landlord \_\_\_\_\_ ph \_\_\_\_\_

bond refunded in full ? \_\_\_\_\_ if no, why? \_\_\_\_\_

number of pets \_\_\_\_\_ type of pets \_\_\_\_\_

## employment details

current occupation \_\_\_\_\_

your position \_\_\_\_\_

current employer \_\_\_\_\_

address \_\_\_\_\_ ph \_\_\_\_\_

manager \_\_\_\_\_ payroll ph \_\_\_\_\_

period of employment \_\_\_\_\_

weekly salary \_\_\_\_\_ net

## in case of an emergency (relative not living with you)

name \_\_\_\_\_ ph \_\_\_\_\_

address \_\_\_\_\_

## next of kin/family member

parents/guardians name \_\_\_\_\_

address \_\_\_\_\_ ph \_\_\_\_\_

## personal referees

name \_\_\_\_\_ ph \_\_\_\_\_

address \_\_\_\_\_

relationship \_\_\_\_\_ how long known \_\_\_\_\_

name \_\_\_\_\_ ph \_\_\_\_\_

address \_\_\_\_\_

relationship \_\_\_\_\_ how long known \_\_\_\_\_

## business/work/professional referees

name \_\_\_\_\_ ph \_\_\_\_\_

business/work name \_\_\_\_\_

address \_\_\_\_\_

name \_\_\_\_\_ ph \_\_\_\_\_

business / work name \_\_\_\_\_

address \_\_\_\_\_

## 100 point check

In order for your application to be processed you must provide 100 points (minimum) of identification, one of which must be photo ID. The following documents are acceptable:

drivers license	40 pts.	<input type="checkbox"/>
passport	40 pt .	<input type="checkbox"/>
birth certificate (certified copy)	30 pts.	<input type="checkbox"/>
other photo id	30 pts.	<input type="checkbox"/>
current wages advice	20 pts .	<input type="checkbox"/>
previous landlord reference	20 pt .	<input type="checkbox"/>
previous 2 rent receipts	20 pt .	<input type="checkbox"/>
employment reference on letterhead	20 pts.	<input type="checkbox"/>
motor vehicle registration	10 pts.	<input type="checkbox"/>
bank statement	10 pts.	<input type="checkbox"/>
telstra account	10 pts.	<input type="checkbox"/>
electricity account	10 pts.	<input type="checkbox"/>

## deposit 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 deposit of \$\_\_\_\_\_ equivalent to one weeks rent
- The premises will not be let pending the making of a tenancy agreement
- If the landlord decides not to enter into a residential tenancy agreement on the agreed terms for the premises concerned, the whole of the deposit will be refunded.
- I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the tenancy application submitted by me.
- If this application is not accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.
- I \_\_\_\_\_ declare that the information contained in this application is true and correct. I further authorise the letting agent to contact and or conduct any inquiries/searches with regard to the information and references supplied in this application.

\_\_\_\_\_  
signed by the applicant/s

\_\_\_\_\_  
date

## tenancy applicant privacy consent

I, \_\_\_\_\_ the applicant, authorise mconnell bourn to collect information about me from:

- my previous letting agents and/or landlords
- my current & previous employer/s
- my personal and business referees and
- any tenancy default database (including TRA) which may contain personal information about me.

I also authorise mconnell bourn to disclose details about any defaults by me under the tenancy to which this application relates to and any tenancy default database to which it subscribes including TRA.

I authorise mconnell bourn to disclose the personal information it collects about me to the owner of the property.

I agree to allow the agent to photocopy the information supplied by me/us for their records.

I agree and understand that in the event of this application being rejected there is no law for the agent to disclose to me/us any reason for such rejection.

I also agree that, I will not raise any objection for not being provided a reason for any rejection of this application.

\_\_\_\_\_  
signed by the applicant/s

\_\_\_\_\_  
date