

Key4Property
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APPLICATION FOR RESIDENTIAL TENANCY

Proposed Property:			
Full Name:		Ph(H):	
D. O. B. / /	Male <input type="checkbox"/> Female <input type="checkbox"/>	Ph(Wk):	
Drivers Lic. No.:	State:	E-mail:	Mobile:
Current Address:		Rent P/W :	
Period of Occupancy:	Current Lessor / Agent:		
Their Address:		Phone:	
Fax:	Email:		
Reason for leaving			
Previous Address:		Rent P/W :	
Period Of Occupancy:	Previous Lessor / Agent:		
Address:		Phone:	
Fax:	Email:		
Reason for leaving			
Was Bond Refunded In Full: YES / NO		If Not, Why Not:	

PERSONAL REFEREES (Not Relatives) (This section must be completed in full with daytime contact numbers provided.
Your application may be delayed if this information is not provided in the first instance)

Name:		Ph (H):
Address:		Ph (W):
Relationship:	Known Since:	Mobile:
Name:		Ph (H):
Address:		Ph (W):
Relationship:	Known Since:	Mobile:

STUDENTS (Students MUST attach proof of income rec'd through benefits or wages)

Name of College, TAFE or University:			
Faculty / Course:		When Will You Finish:	Student Id No.:
<input type="checkbox"/> Full Time / <input type="checkbox"/> Part Time	Austudy: YES / NO	How Much: \$ p.f	Student Union No:
Parent/Guardian Name:			Phone:
Address:			

INCOME DETAILS (THIS SECTION IS COMPULSORY : NO DETAILS STATED = NO APPROVAL)

Occupation:		Employer:	Ph 1:
Address:		Ph 2:	
How Long:	<input type="checkbox"/> Full Time / <input type="checkbox"/> Part Time (hrs per wk)	Nett Weekly Salary: \$	
If Less Than 6 Months - Previous Employer:			Phone:
Address:			

*** If Income is based on Centrelink Benefits please provide copies of relevant statements.**

RELATIVE OR PERSONAL REPRESENTATIVE TO CONTACT IN CASE OF EMERGENCY

Name:		Ph(H):
Address:		Relationship:
		Ph(Wk):

IF SELF EMPLOYED

Name of Business:		Industry:	Phone:
Address:			
Nett Weekly Salary: \$		Accountant Name:	Phone:

BUSINESS REFERENCES

Name:		Business Name:
Address:		Phone:

AUXILIARY INFORMATION

Pets: YES / NO	Cat Dog	Type:	Registered?	Who With:
Number of Children:		Ages:		
Car Make:	Car Model:	Year:	Car Reg:	State:
Number of Smokers:				
Is Car Financed: YES / NO	Who With:			

BANKING & CREDIT INFORMATION (OPTIONAL)

Bank:	Branch:	Account Type:
Credit Cards: <input type="checkbox"/> Bankcard <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex <input type="checkbox"/> Diners		Balance:
Other Credit Accounts (Myer, Target, AGC etc - <i>Current or Finalised</i>)		
Details	A/C No:	Balance
		\$
		\$

The following information is required to process this application:

1. Photo identification - passport or drivers licence
2. Two references from previous Lessor/Agent
3. Last four rent receipts or copy of tenant ledger
3. Proof of last residential address - accounts or bank statement.
4. Supporting proof of income – payslip, Centrelink statement.

Should applicant fail to provide the above details, the application may not be processed.

PLEASE ADVISE IF YOU DO NOT WISH TO BE CONTACTED VIA EMAIL

DECLARATION:

- I hereby offer to rent the property from the owner under a tenancy agreement to be prepared by the agent.
- I acknowledge that I will be required to pay rent two weeks in advance and a rental bond equivalent to four weeks rent, and that this application is subject to the approval of the owner/lessor.
- I am aware that if I withdraw the application after acceptance, one week's rent will be forfeited.
- I acknowledge that no keys for the property will be provided to me by the agent at the commencement of the tenancy lease until an amount equivalent to 6 weeks rent is received by the agent.
- I authorise the agent to obtain details of my creditworthiness from:
 - The owner/agent of my current residence
 - My personal referees & employer/s
 - Any record, listing or database of defaults by tenants.
- I solemnly and sincerely declare that I am not an undischarged bankrupt.
- I have inspected the abovementioned premises and wish to take a tenancy of such premises for a period of _____ from ____ / ____ / ____ at a rental of \$_____ per week and that the rental to be paid is within my means.
- I also undertake to pay a Rental Bond of \$_____ upon the signing by me of the tenancy agreement.
- It is agreed that immediately upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both landlord and tenant and that the necessary monies and deposits will be paid in advance within 48 hours of such notice of acceptance.
- I, the Applicant, do solemnly and sincerely declare that the above information is true and correct and that I have supplied this information of my own free will.
- I HEREBY AUTHORISE the letting agent and **National Tenant InfoSystems** to conduct any and all inquires and or searches as required to verify the information contained in this application.

Acknowledgement: by the Applicant

I have been informed that this property is covered by **National Tenant InfoSystems** and I give consent and authority for all necessary enquiries to be made in relation to this application. I acknowledge and agree that should any default occur during the period of my tenancy details of such default will be reported to **National Tenant InfoSystems** and any associated tenancy default registers.

Applicant Signature: Date: / /

Witnessed by:

For and on behalf of: Key4Property

Date: / /