

## Residential Tenancy Application

Please note that we only process your application after you complete the following requirements:

1. Complete and sign (all applicants) the Application Form
2. Provide required copies of identification 100 points check
3. Provide proof of income or bank statements
4. All applicants over 18 years must complete the application
5. Read the Privacy Statement & Declaration and sign

### Property address apply for:

Term of tenancy	Date able to occupy	No. of people reside in premise
		Adult:                  Children:

<p><b>Rent: \$_____ per week</b> (Preferred method of payment is fortnightly in advance) This application is submitted on the basis that future rent is paid by internet transfer</p> <p><b>Bond: \$_____</b> (The bond is equal to 6 weeks rent if over \$250 or 4 weeks rent if \$250 or less) Bond payment methods: Own funds/Borrowed funds/SA Housing Trust Bond Guarantees provided by the South Australian Housing Trust must be supplied at signing of agreement.</p>
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Applicant 1	Applicant 2
Business name & ABN (if applicable):	Business name & ABN (if applicable):
Family name:	Family name:
Given names:	Given names:
Date of birth:	Date of birth:
Occupation:	Occupation:
Current residential address:	Current residential address:
Length of time at current address:	Length of time at current address:
Reason for moving:	Reason for moving:
Previous address (if less than 2 years at current address):	Previous address (if less than 2 years at current address):
Home phone:	Home phone:
Work phone:	Work phone:
Mobile:	Mobile:
Email address:	Email address:

<b>Proof of identity (100 points check) Applicant 1</b>	<b>Proof of identity (100 points check) Applicant 2</b>
Before any application will be processed, each applicant must achieve a minimum of 100 check points	Before any application will be processed, each applicant must achieve a minimum of 100 check points
<b>Category A (must have at least 1 of these):</b> Passport 50 points Driver license 50 points  <b>Category B</b> Last 4 payslips 50 points Copy of Bank Statements 3 months 50 points Birth certificate 30 points Current rental ledger 30 points Phone/Gas/electricity bill 20 points	<b>Category A (must have at least 1 of these):</b> Passport 50 points Driver license 50 points  <b>Category B</b> Last 4 payslips 50 points Copy of Bank Statements 3 months 50 points Birth certificate 30 points Current rental ledger 30 points Phone/Gas/electricity bill 20 points
<b>For immigrants and international students:</b> Compulsory requirements Passport including Visa 50 points Photo ID 30 points Copy of Bank Statements 3 months 50 points	<b>For immigrants and international students:</b> Compulsory requirements Passport including Visa 50 points Photo ID 30 points Copy of Bank Statements 3 months 50 points

<b>Rental history Applicant 1</b>	<b>Rental history Applicant 2</b>
<b>Current Landlord/Agent</b>	<b>Current Landlord/Agent</b>
Name:	Name:
Phone:	Phone:
Email address:	Email address:
Address of property rented:	Address of property rented:
Current rent: \$ _____ per week	Current rent: \$ _____ per week
Do you expect the bond to be refunded in full? Yes/No If NO, why?	Do you expect the bond to be refunded in full? Yes/No If NO, why?
<b>Previous Landlord/Agent</b>	<b>Previous Landlord/Agent</b>
Name:	Name:
Phone:	Phone:
Address of property rented & rent per week	Address of property rented & rent per week
Was bond refunded in full? Yes/No If not, why?	Was bond refunded in full? Yes/No If not, why?
If you have not rented before, have you owned your own home? YES/NO If Yes, please attached your council rate	If you have not rented before, have you owned your own home? YES/NO If Yes, please attached your council rate

<b>Employment Applicant 1</b>	<b>Employment Applicant 1</b>
<b>Current employment</b>	<b>Current employment</b>
Business name:	Business name:
Business address:	Business address:
Supervisor's name:	Supervisor's name:
Supervisor's phone:	Supervisor's phone:
Supervisor's email address:	Supervisor's email address:
Length of employment:	Length of employment:
Total annual Income (as declared to Australian Taxation Office):	Total annual Income (as declared to Australian Taxation Office):
<b>Previous employment (Minimum 2 year period)</b>	<b>Previous employment (Minimum 2 year period)</b>
Business name:	Business name:
Business address:	Business address:
Supervisor's name:	Supervisor's name:
Supervisor's phone:	Supervisor's phone:
Supervisor's email address:	Supervisor's email address:
Length of previous employment:	Length of previous employment:
Total annual Income (as declared to Australian Taxation Office):	Total annual Income (as declared to Australian Taxation Office):
<b>If self employed</b>	<b>If self employed</b>
Business name:	Business name:
Business address:	Business address:
Business phone:	Business phone:
Industry/nature of business:	Industry/nature of business:
Length of self employment:	Length of self employment:
Total annual Income (as declared to Australian Taxation Office):	Total annual Income (as declared to Australian Taxation Office):
Accountant name & phone:	Accountant name & phone:
Accountant email:	Accountant email:
<b>If a student (**Please refer to 100 Point Check Requirements**)</b>	<b>If a student (**Please refer to 100 Point Check Requirements**)</b>
College/Tafe or University:	College/Tafe or University:
Student ID #:	Student ID #:
Income/sources:	Income/sources:
Faculty/Course:	Faculty/Course:

<b>Personal/Business Reference Applicant 1</b>	<b>Personal/Business Reference Applicant 2</b>
<b>Reference 1</b>	<b>Reference 1</b>
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
How long known:	How long known:
<b>Reference 2</b>	<b>Reference 2</b>
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
How long known:	How long known:
<b>Next of kin (not residing at premises)</b>	<b>Next of kin (not residing at premises)</b>
Name:	Name:
Address:	Address:
Phone:	Phone:
Email:	Email:
Relationship:	Relationship:

<b>Pets (additional Pet application required) Applicant 1</b>	<b>Pets (additional Pet application required) Applicant 2</b>
Do you have any pets? Yes/NO	Do you have any pets? Yes/NO
If yes, please provide full details as follows:	If yes, please provide full details as follows:
Pet type:	Pet type:
Breed:	Breed:
Age:	Age:

<b>Additional people residing at the property (other than the applicants):</b>	
1. Full name:	Age:
2. Full name:	Age:
3. Full name:	Age:
4. Full name:	Age:

<b>Registration, make &amp; model of all vehicles permanently kept at the property</b>
1.
2.
3.
4.

**\* THESE PREMISES ARE SMOKE FREE INSIDE.**

**DECLARATION**

The applicant acknowledges:

1. that the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
- 2.8 Applicant to pay all costs associated with Telephone/Internet Connection  
The Applicant agrees to pay all costs associated with any telephone/internet connection and usage to the property, regardless of outlet provision.
- 2.9 Applicant to pay all costs associated with TV Antennae  
The Applicant agrees to pay all costs associated with supply, installation or rectifying any television antennae to the premises
3. that upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
- 4. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.**
- 5. Please Note: Our tenancy agreements contain a special clause stating: NO SMOKING INSIDE THE PREMISES**

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- |  |  |
|--|--|
| (a) communicate with the owner and select a tenant               |  |
| (b) prepare lease/tenancy documents                              | (e) refer to Tribunals/Courts & Statutory Authorities (where applicable) |
| (c) allow tradespeople or equivalent organisations to contact me | (f) refer to collection agents/lawyers (where applicable)                |
| (d) lodge/claim/transfer to/from a Bond Authority                | (g) complete a credit check with NTD (National Tenancies Database)       |

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

**Signature of applicant 1** \_\_\_\_\_ **Date**...../...../.....

Applicant 1 print name:

Applicant 1 Date of Birth:

**Signature of applicant 2** \_\_\_\_\_ **Date**...../...../.....

Applicant 2 print name:

Applicant 2 Date of Birth:

**Property Manager Name:** \_\_\_\_\_