



APPLICATION FOR RESIDENTIAL TENANCY

* Please note: All adults who will be residing at the property are required to complete an application form providing their full 100 points of Identification (as per the last page) before we can begin processing.

FIRST APPLICANT

Rental Property	Address: _____ _____	
	Rent to be paid per week: \$ _____	Bond to be paid: \$ _____
Tenancy Requirements	Lease Start date: _____/_____/_____	Length of Tenancy: _____ months
Applicant's Full name and current address	First Name: _____ Surname: _____ Address: _____ Is this your: Own Home Rental Property Private Rental or Other? Provide Details	
Personal Details	Date of Birth: _____/_____/_____ <input type="checkbox"/> Male <input type="checkbox"/> Female	
	Drivers Licence No: Licence State: Expiry:	Passport No: Exp Date:
Applicant's contact details	<input type="checkbox"/> (Mobile)	(Email)
	<input type="checkbox"/> (Work)	<input type="checkbox"/> (Home)
Current rental details	Address: _____	
	Current Rent: \$ _____	How long have you been residing in the property? _____years _____months
	Agency/Landlord: _____	(Phone & Email)
	Reason For Leaving: _____	
Previous address	Address: _____	
	Weekly Rent: \$ _____	How long did you reside at the property? _____years _____months
	Agency/Landlord: _____	(Phone & Email)
	Reason For Leaving: _____	
Employment	Current Employer: _____ Your Position: _____	
	Contact Name: _____	<input type="checkbox"/> (Business)
	Length of employment: _____years _____months	Income after tax per week: \$ _____
Occupancy details	Total number of occupants who will be residing at this property: _____	
	Full names & ages of all occupants who will reside at property: _____	Smoker: Yes or No
Pets	No. of Pets: _____ Registered: Yes/No	Type of Pets: Breed: _____
Emergency contact details: (not living with you)	Name: _____	
	Address: _____	
	Relationship _____	<input type="checkbox"/> (Mobile)
Personal/Business references (not related)	Name: _____	
	Occupation: _____	
	Relationship: _____	<input type="checkbox"/> (Mobile)



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SECOND APPLICANT

Rental Property	Address: _____ _____	
	Rent to be paid per week: \$ _____	Bond to be paid: \$ _____
Tenancy Requirements	Lease Start date: _____/_____/_____	Length of Tenancy: _____ months
Applicant's Full name and current address	First Name: _____ Surname: _____ Address: _____ Is this your: Own Home Rental Property Private Rental or Other? Provide Details	
Personal Details	Date of Birth: _____/_____/_____ <input type="checkbox"/> Male <input type="checkbox"/> Female	
	Drivers Licence No: _____ Licence State: _____ Expiry: _____	Passport No: _____ Exp Date: _____
Applicant's contact details	<input type="checkbox"/> (Mobile)	(Email)
	<input type="checkbox"/> (Work)	<input type="checkbox"/> (Home)
Current rental details	Address: _____	
	Current Rent: \$ _____	How long have you been residing in the property? _____ years _____ months
	Agency/Landlord: _____	(Phone & Email)
	Reason For Leaving: _____	
Previous address	Address: _____	
	Weekly Rent: \$ _____	How long did you reside at the property? _____ years _____ months
	Agency/Landlord: _____	(Phone & Email)
	Reason For Leaving: _____	
Employment	Current Employer: _____	Your Position: _____
	Contact Name: _____	<input type="checkbox"/> (Business)
	Length of employment: _____ years _____ months	Income after tax per week: \$ _____
Occupancy details	Total number of occupants who will be residing at this property: _____	
	Full names & ages of all occupants who will reside at property: _____	Smoker: Yes or No
Pets	No. of Pets: _____ Registered: Yes/No	Type of Pets: _____ Breed: _____
Emergency contact details: (not living with you)	Name: _____	
	Address: _____	
	Relationship _____	<input type="checkbox"/> (Mobile)
Person/Business references (not related)	Name: _____	
	Occupation: _____	
	Relationship: _____	<input type="checkbox"/> (Mobile)



DISCLAIMER / AUTHORITY

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further authorise the letting agent to contact and or conduct any inquiries and or searches with regard to the information and references supplied in this application. I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and eligible to enter into this agreement. I, the said applicant, do solemnly and sincerely declare; -

1. I have inspected the property located at: _____
2. I have of my own accord decided that I wish to rent the aforementioned property commencing _____ for a period of _____ months.
3. I have been informed, understand and agree that the rental for the said property is to be \$_____ per week and that this rental is within my means to support.
4. I have been informed, understand and agree that the rental for the said property is to be paid on the due date every week or fortnight and is to be 2 weeks in advance.
5. I have been informed, understand and agree that the bond of the aforesaid property will be \$_____ and I further agree and undertake to pay the full bond by cash or bank transfer on or before signing the tenancy agreement. I further authorise the letting agent to attend to all details regarding the lodgement of the said rental bond with the appropriate authority.
6. 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 to me.
7. I have been informed, understand and agree that should there be a requirement to commence proceedings for recovery of rent, repairs and or damage to the aforesaid property during the term or at the expiration of the tenancy agreement all cost associated with these proceedings shall be able to be recovered from me.
8. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.

PRIVACY ACT ACKNOWLEDGEMENT - COLLECTION NOTICE

In Accordance with the Privacy Act I/We acknowledge and authorise Northside First National Real Estate to use and obtain or collect from other sources, information necessary for you to verify my/our identity, to process and evaluate this application and to manage the tenant. Personal information collected about me/us 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 the Lessor/s, referees, other agents, tradespeople (for maintenance purposes) and third party operators of tenancy reference database. Information already held on tenancy reference databases may also be disclosed to Northside First National Real Estate and or the Lessor/s. If I/we enter into a tenancy agreement and I/we fail to comply with my/our obligation under the agreement, that fact and other relevant personal information collected about me/us during the course of the tenancy may also be disclosed to the Lessor/s, third party operators of tenancy reference databases and/or other agents.

I/we acknowledge that if I/we would like access to the personal information you hold, the I/we can do so by contacting Northside First National Real Estate at 1229 Sandgate Road, Nundah, Telephone 07 3266 3555 or Fax 07 3266 6866. I/we acknowledge that I/we can also correct this information if it is inaccurate, incomplete or out of date.

I/we acknowledge that if the information required is not provided, Northside First National Real Estate may not be able to process this application and manage the tenancy.

First Applicant Name: _____

First Applicant Signature: _____ DATE _____

Second Applicant Name: _____

Second Applicant Signature: _____ DATE _____

1. I/We the Applicant(s) declare that the above information is true and correct and that I/We have supplied it of our own free will. I/We understand that the information has been collected by you as the Letting Agent, for the purpose of determining whether I/We am/are an appropriate tenant for the property. I/We authorise you to verify the above information by contacting and checking the accuracy of the information with those persons named in this application, and by undertaking such enquiries and searches (including tenancy database searches) as you consider reasonably necessary.
2. I/We acknowledge that any false information I/We provide in this application could jeopardize this application and any subsequent tenancy agreement I/We enter into on approval by the Lessor or Agent.
3. I/We acknowledge and accept that if this application is unsuccessful, the Agent is not legally obliged to give reasons for this.
4. I/We the Applicant(s) declare that I/We am/are not bankrupt and that the rental is within our means.
5. I/We have inspected the premises and wish to take a tenancy for a period of _____ months from ____/____/____ at a rental of \$ _____per week.
6. I/We also undertake to pay a Rental Bond of \$_____ when I/We sign the Tenancy Agreement.

First Applicant's Signature: _____ Date: _____

Second Applicant's Signature: _____ Date: _____

In the presence of (name & signature) _____

*Please note: A deposit of 2 week's rent is payable within 24hrs upon verbal approval of application.
 Bond is to be paid in full on or before move in date.*

Applicants must provide **100 points** of ID with their application.
 Please provide at least **one** from the **first 3 columns**.

Photo ID	*Proof of Income*	*Proof of Address*	Extra ID
Drivers License - 60pts	2 Recent Payslips - 20pts	Utilities/Phone Bill -20pts	Birth Certificate - 10pts
Passport - 60pts	Bank/Centrelink Statement -20pts	Tenant Ledger/Rent Receipts - 20pts	Medicare Card - 10pts