

Residential Tenancy Application Form



firstnational
REAL ESTATE | Salisbury

P: (08) 8281 1000 admin@fnsalisbury.com.au 1/74 Park Terrace, Salisbury SA 5108 fnsalisbury.com.au

Property Address	
Applicant's Names	
Phone Number/s	
Applicant's Email/s	

Instructions: Please refer to the back page of this application for instructions on submitting your application.

I / We acknowledge and offer the rent amount of \$ _____ per week is payable fortnightly in advance during the term of the lease.
Our preferred lease commencement date is: ____ / ____ / ____ . Our preferred lease term is ____ months.

I / We acknowledgement there is a requirement to pay a security bond.
Rent up to \$250 per week = 4 weeks rent Rent of more than \$250 per week = 6 weeks rent

Please indicate how you propose to pay your bond:	Own funds / Housing SA / easyBondpay
Please indicate how you propose to pay your initial rent:	Own funds / Housing SA
Please indicate how you propose to pay your ongoing rent:	Electronic Transfer (EFT) / Bank SA Direct Deposit / Centrepay

Do any of the applicants smoke? Yes / No **Please Note: All our rental properties are smoke free.** Under no circumstances will smoking inside the premises be tolerated. This will be a breach of tenancy and will be dealt with accordingly.

Declaration

I hereby offer to rent the property from the Landlord 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 Landlord. I declare that all information contained within this application is true and correct and given of my own free will. You agree that any false information or declarations will result in this Application being declined immediately with no further notice.

I/we acknowledge that none of us are bankrupt and all information supplied in this Application is true, correct and is not misleading in anyway. I/we acknowledge that we will bring any information relevant to the landlord's attention.

I/we acknowledge that we will accept possession of the premises in the condition as it is at the time of inspection.

I authorise the Agent to obtain personal information from –

- 1) The owner or the Agent of my current or previous residence;
- 2) My personal referees and employer/s
- 3) Any record listing or database of defaults by tenants. If I default under a tenancy 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
 - c) allow tradespeople or equivalent organisations to contact me
 - d) lodge / claim / transfer to / from a Bond Authority
 - e) refer to Tribunals / Courts & Statutory Authorities (where applicable)
 - f) refer to collection agents / lawyers (where applicable)
 - 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 this application will be destroyed if it is deemed unsuccessful.

Signature of Applicant 1 _____ Dated: _____

Signature of Applicant 2 _____ Dated: _____

Personal Details	Applicant 1	Applicant 2
Title + Full Name		
Relationship with other applicants		
Mobile Number		
Email Address		
Current Address		
Driver's License No.		
State of Issue		
Residential Details	Applicant 1	Applicant 2
Current Address		
Length of Stay		
Lease Commencement Date		
Weekly Rent (per week)		
Landlord/Agency Name		
Phone Number		
Reason for Leaving		
Previous Address	Applicant 1	Applicant 2
Previous Address		
Length of Stay		
Lease Commencement Date		
Weekly Rent (per week)		
Was the Bond refunded?		
Landlord/Agency Name		
Phone Number		
Reason for Leaving		
Income Details	Applicant 1	Applicant 2
Source of Income	Employment / Centrelink	Employment / Centrelink
Current Occupation or Centrelink Benefits		
Weekly income (after tax)		
If employed:		
Employer's Name + Address		
Contact Name + Phone		
Length of Employment		
Full Time / Part Time / Casual		

Please Note: All information on this page MUST be completed. If incomplete, your application will not be processed.

Next of Kin	Applicant 1	Applicant 2
Name		
Address		
Contact Number(s)		
Relationship		
Personal References	Applicant 1	Applicant 2
Full Name		
Contact Number		
Relationship to you		
Full Name		
Contact Number		
Relationship to you		

Other Persons to Reside at the Property

Name: _____ Age: _____ Phone (where applicable): _____

Name: _____ Age: _____ Phone (where applicable): _____

Name: _____ Age: _____ Phone (where applicable): _____

Name: _____ Age: _____ Phone (where applicable): _____

Pets

Type: _____ Breed: _____ Age: _____ Name: _____ Inside / Outside

Type: _____ Breed: _____ Age: _____ Name: _____ Inside / Outside

Type: _____ Breed: _____ Age: _____ Name: _____ Inside / Outside

Cars

Make : _____ Model: _____ Colour: _____ Registration: _____

Make : _____ Model: _____ Colour: _____ Registration: _____



Direct Connect is a FREE service that can help arrange for the connection or provision of the following utilities and services:

- Electricity Gas Phone Internet Pay TV
 Insurance Cleaning Removals Truck/Van hire



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement.
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature of Applicant: _____ Date: _____

Proof of Identification Required

Please ensure that all identification provided is as follows for each applicant:

- At least one ID Document from Category A and one from Category B;
- and at least two ID Documents from Category C.

Category A - Photo Identification (at least one) -

- | | |
|---|---|
| <input type="checkbox"/> Current Driver's License | <input type="checkbox"/> South Australian Proof of Age Card |
| <input type="checkbox"/> Current Passport | <input type="checkbox"/> Tertiary Education Photo ID |

Category B – Income Documentation (at least one) –

- | | |
|---|--|
| <input type="checkbox"/> Last two payslips | <input type="checkbox"/> Latest Centrelink Income and Assets Statement |
| <input type="checkbox"/> Bank Statement for the last three months | <input type="checkbox"/> Latest ATO Notice of Assessment |

Category C – Other Supporting Documents (at least two) –

- | | |
|--|---|
| <input type="checkbox"/> Latest Phone Account | <input type="checkbox"/> Citizenship Certificate |
| <input type="checkbox"/> Latest Electricity / Gas Account | <input type="checkbox"/> Council Rates |
| <input type="checkbox"/> Medicare Card | <input type="checkbox"/> Seniors Card |
| <input type="checkbox"/> Birth Certificate | <input type="checkbox"/> Motor Vehicle Registration Notice |
| <input type="checkbox"/> Credit / Debit Card | <input type="checkbox"/> Current Agent Rent Ledger / Record |
| <input type="checkbox"/> Current Tenancy Agreement (Front Page Only) | |

Please Note: We will not arrange the photocopying of identification in our office. This must all be submitted electronically or copied at your own expense.

Other Details

- | | | |
|--|------------------------------|-----------------------------|
| 1. Has your tenancy ever been terminated? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Have you ever been refused a rental property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are you in debt to another landlord/agent? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Have deductions ever been taken from your bond? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Anything affecting future rental payments? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Are you looking at buying a property in the next 12 months? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Do you currently own a property? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Instructions on Submitting and Processing your Application - Please read this section carefully

- You must complete this application form in its entirety, sign it and submit it to our office with all the required supporting documentation. You can return this in person to our office or by email to admin@fnsalisbury.com.au.
- If you submit your application by email, you must ensure all your documents are attached in one email. Emails can often not be received so we cannot guarantee the receipt of your application.
- You will be required to inspect the property or have someone inspect the property on your behalf before this application can be submitted to the Landlord. You acknowledge that you are accepting the property in its condition.
- Your application will be processed with the information provided and may be submitted to the Landlord for their acceptance or non-acceptance. This is always the Landlord's decision.
- If there is any false information found in this application, we reserve the right to decline your application without any further notification.
- Should your application be accepted, you will be required to pay the bond and first two weeks rent into our trust account immediately. You will then be required to sign the tenancy agreement as soon as possible.
- Tenants will be liable for water usage and supply charges.
- It is the tenant's responsibility to arrange connection of the electricity, telephone and gas utilities to the property, once your application has been approved. We are able to assist you with a referral to Direct Connect but should this not be accepted, we are unable to provide further assistance.
- We are unable to provide a reason for a declined application nor will we disclose information found or received whilst processing your application.