



# Tenancy Application Form

P: (07) 5438 8005 F: (07) 5438 8006

2/29 Flinders Lane, Maroochydore, 4558

Email app to: [reception@auracentral.com.au](mailto:reception@auracentral.com.au)

**APPLICATIONS WILL NOT BE ACCEPTED UNTIL ALL RELATIVE INFORMATION IS PROVIDED.**

## 100 Point ID Check : At least one document required from each category

<b>Photo ID - Must be in colour</b>
Drivers licence- front and back (20), Passport (20), Other Government Issued ID photo (20)
<b>Financial Document - Must be current</b>
Bank Statement- 3 months' (30) Payslips - 1 months' (20) Centrelink Statement (20)
<b>Proof of Citizenship</b>
Medicare card (20), Birth Certificate (20), Visa - for Non-Australian Citizens (20)
<b>Proof of Residence - Must be current</b>
Rent receipts (20), Motor vehicle registration (20), Utility Bill (10) Rates Notice (20)
<u>Comments:</u>

How did you find out about this property: (please circle)

Realestate.com (internet) / Local newspaper / Other.....

### Rental Property:

property address

### Tenancy Requirements:

length of tenancy (months)	rent \$ per week	commencement date
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### Occupancy Details:

no. of occupants	no. And type of pets	no. And ages of children (if any)	Name/s of children
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### Applicant's Details:

full name (INCLUDING ANY PREVIOUS KNOWN NAMES)	email
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address

home phone	work phone	mobile phone
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date of birth	driver's licence number	driver's licence state of issue
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passport number	country of issue	car rego
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### Emergency Contact Details: MUST BE SOMEONE NOT LIVING IN THE PROPERTY

contact name	contact's work phone/mobile	Relationship
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address (full address MUST be supplied or your application will not be processed)

### Current Rental Address:

address of property

rent  
\$ \_\_\_\_\_ per week

how long have you lived there  
\_\_\_\_\_ months

reason for leaving

agent / landlord

phone number (must be supplied)

Email (must be supplied)

### Previous Rental Address:

address of property

current rent  
\$ \_\_\_\_\_ per week

how long have you lived there  
\_\_\_\_\_ months

reason for leaving

agent / landlord

phone number (must be supplied)

Email (must be supplied)

### Current Employment:

current employer (company)

contact name (manager)

contact's work phone

your position

length of employment

net income  
\$ \_\_\_\_\_ per week

Full time | Part time | Casual

### Previous Employment: Please include if current employment is less than 12 months'

current employer (company)

contact name (manager)

contact's work phone

your position

length of employment

net income  
\$ \_\_\_\_\_ per week

full time or part time?

### References: (Must be DIFFERENT from other applications, must not be relatives or the same as business contacts)

contact name

contact number

Relationship

address (full address MUST be supplied or your application will not be processed)

contact name

contact number

Relationship

address (full address MUST be supplied or your application will not be processed)

## 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 consent to the lessor / agent contacting and / or any enquiries 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 in a stable / secure financial position and am eligible to enter into this agreement.

**I, the said applicant, do solemnly and sincerely declare: -**

- 1 During my inspection of this property I found it to be in a reasonably clean condition. YES / NO (PLEASE CIRCLE)
- 2 If no, I believe the following items should be attend to prior to the commencement of my tenancy. I acknowledge that these items are subject to the landlord's approval.

- 3 If there is more than one applicant, a separate application form is required for each applicant over the age of 18.
- 4 **I agree to pay a holding deposit of two weeks rent within 24 hours after receiving approval. I understand that should I withdraw my application after being approved for the property I will forfeit the right to a refund if I have also signed the General Tenancy Agreement Form 18a which is a legal binding Agreement.**
- 5 If my application is approved, I will be required to provide a bank cheque, money order or direct deposit for the rental bond and first 2 weeks rent within 48 hours of approval. The property will not be removed from the availability list until my deposit is paid and Lease documentation signed.
- 6 I am aware National Rental Solutions is a cashless office and the rental payment options are bank cheque , money order and PayWay Card are accepted for this property
- 7 Applications are processed Monday to Friday only.
- 8 Applications will not be processed until 100 points of identification (Photo ID must be in colour) are provided for each applicant **plus proof of income.**
- 9 Applications take approx 24-48 hours for us to complete the process (should I require an answer earlier than this, please advise National Rental Solutions when handing in my application)
- 10 National Rental Solutions is a member of the Tenancy Information Centre of Australia (TICA) and all applicant and ALL applicants (both approved occupants only and lease holders)
- 11 Applications are referred to the owner of the property and the owners decision is considered final.
- 12 I have been informed, understand and agree should there be a requirement to commence proceedings for recovery of rent, repairs and/ damage to the said property during the term or at the expiration of the tenancy agreement, all costs associated with these proceedings, including all fees charged by a Debt Recovery Agency, shall be recoverable from me.
- 13 **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 unless the application is declined as a result of my name being listed with a tenancy data base.**
- 14 I agree that at the end of my tenancy I will be responsible to have carpets & fumigation (if pets kept) professionally conducted out on the property at my expense and provide a receipt to the agent upon vacating.
- 15 I agree that my rent will be in advance at ALL times.

**16 Statement of Costs:**

Rental Bond (Equivalent to 4 weeks rent)

Rent in advance (2 weeks)

**Total**

\$
\$
\$

applicants signature

date

We are independently owner and operated business. We abide by the National Privacy Principals. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect private information about you from your previous landlords or letting agents, your current employer and your referees. We also check whether any details of tenancy defaults by you are held on a tenancy default database. We use the database operated by TICA Default Tenancy Control Pty Ltd. You can find more information about this

database at [www.tica.com.au](http://www.tica.com.au). Your consent to us collecting this information is set out below.

We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the landlord's insurers. We may also send personal information about you to the owners of any other properties at your request.

You have the right to access personal information that we hold about you by contacting our privacy officer (see contract details above). If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by

### Privacy Consent

I, The applicant acknowledge that I have read the Privacy Disclosure Statement of National Real Estate Solutions Pty Ltd t/as National Rental Solutions. I authorise National Rental Solutions to collect information about me from;

a) My previous letting agent and/or landlords

b) My personal referees, previous and current employers, accountants should I be a business owner; and

c) Tenancy Default Database (TICA) which may contain personal information about me. I authorise National Rental Solutions to disclose details about any defaults by me under the tenancy to which this application relates to tenancy default database TICA.

I authorise National Rental Solutions to disclose personal information it collects about me to the owner of the property, even if the owner is a resident outside Australia and to any third parties – valuers, contractors, salespeople, insurance companies, body corporate, other agents and tenancy default databases.

Name(s) Of Applicant(s):

Signed:

Date:     /     /



Let **On The Move** reduce your stress and save you time by arranging your utility connections at the property.... at no extra cost! We will contact you within 2 hours to confirm!

**ELECTRICITY / GAS / TELEPHONE / BROADBAND / FOXTEL / TENANTS INSURANCE**

**Ph: 1300 850 360    Fax: 1300 661 160**

**Email: [sales@onthemove.com.au](mailto:sales@onthemove.com.au)**

**Terms & Conditions** - By signing the above you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information to utility companies to arrange your services. Please see On The Move's Privacy Policy at [www.onthemove.com.au](http://www.onthemove.com.au). On The Move and your Agent may receive a benefit for arranging your services. On The Move & your agent do not accept responsibility for any delay or failure to connect your services. Standard connection fees & bonds may apply.