



Tenancy Application Form

Each prospective tenant should complete a *Residential tenancy application form*.

Please note: This application will not be processed unless it is filled out completely with copies of all supporting documents attached.

Please read prior to completing your application.

1. The application must be accompanied by relevant supporting documentation.
2. Maison Real will only be taking initial payment via bank transfer.
3. If you are approved you will be required to pay bond and the first calendar months' rent to secure the property within 48 hours of acceptance.
4. You will be required to attend a sign-up appointment within 48 hours of approval to sign lease documentation.

Rent Payment

- Direct Debit is our preferred rent payment method and there is a free option for tenants.
A Direct Debit form will be provided to you at the Tenancy sign up.
Please speak to your property manager about other payment options if required.

Applicants Checklist

- Before I submit this application, I/we have:
- Attached photocopies of supporting documents (see below)
- Inspected the property both internally and externally
- Completed all details in full on the application form
- Provided all contact details and documentation for confirmation of income source
- Read and signed all the Privacy Disclosure Statement and Privacy Consent

Supporting Documentation

When submitting an application you must include at least one item from each section per applicant.

Section One

Driver's Licence
Proof of Age Card
Passport

Section Two

Current Payslips(minimum 2)
If new job - Letter of offer incl Salary
Statement of Centrelink Entitlements
Bank Statement

Section Three

Previous Tenant Statement
Council Rates
Motor Vehicle Registration
Utilities or Phone Account

Address of property you are applying for

Preference 1:

Preference 2:

Tenancy Requirements

Length of Tenancy months Rent \$ per week Lease Start Date

Applicant Details

| | | | | | |
|--------------------|----------------|--------------|------------------|---------------|--|
| First Name | | Last Name | | Email | |
| Phone | | Mobile | | Date of Birth | |
| Driver Licence No. | State of Issue | Passport No. | Country of Issue | | |

Emergency Contact

Please provide an emergency contact not living with you (eg: Next of Kin)

| | | |
|---------|---------------------|---------------|
| Name | Relationship to you | Contact Phone |
| Address | | |

Current Address Details

If owner occupier include details here.

| | | | | |
|-----------------------------------------------------------|----------|--------------------------------|-------|--------|
| Current Rent/ Mortgage \$ | per week | How long have you lived there? | years | months |
| Current Address | | | | |
| Agent/ Landlord | Phone | Email | | |
| Reason for Leaving | | | | |
| Was Bond refunded in full? Yes / No If No, please specify | | | | |

Previous Rental Details

| | | | | |
|-----------------------------------------------------------|----------|--------------------------------|-------|--------|
| Current Rent \$ | per week | How long have you lived there? | years | months |
| Current Address | | | | |
| Agent/ Landlord | Phone | Email | | |
| Reason for Leaving | | | | |
| Was Bond refunded in full? Yes / No If No, please specify | | | | |

Current Employment/Self Employed

If less than 6 months in current job please also provide previous employment details.

| | |
|-----------------------|--------------------------------------------|
| Company Name | Position |
| Payroll or Accountant | Payroll or Accountant Phone No. |
| Company Address | Net Income (after tax) \$ per wk/ fn / mth |
| Length of Employment | Business Type/ ABN (if applicable) |

Student

| | | |
|---------------------------------------------------|-------------------|-------------|
| Are you a full time student? Yes / No | TAFE / University | Student No. |
| Contact Name | Contact No. | |
| Do you receive income from your parents? Yes / No | Amount \$ | |
| Name of Parent | Phone | |

Centrelink Benefits

| | | |
|------|----|---------------|
| Type | \$ | per fortnight |
|------|----|---------------|

Additional source of income

| | | |
|------|----|-----------------|
| Type | \$ | per wk/ fn/ mth |
|------|----|-----------------|

Personal Referee (cannot be related)

| | |
|---------------------|------------|
| Referee Name | Occupation |
| Relationship to you | Phone |

Names of other applicants and their relationship to you (husband, wife, partner, friend)

| |
|--|
| |
|--|

Name & ages of children if any

| |
|--|
| |
|--|

No. of pets (including breed & age)

| |
|--|
| |
|--|

Do you own an investment property in Australia? Yes / No

Confirmation

I confirm that during my inspection of this property I found it to be in a satisfactory condition and suitable for occupancy.

If No, I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge and understand that these items are subject to the landlord's approval and do not form part of the Tenancy Agreement.

| |
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| |
|--|

I also acknowledge that this rental application is subject to the Landlord's approval and I consent to the information provided in this application being verified and a reference check on National Tenancy Database being undertaken

Privacy Act Acknowledgement for Tenants

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the Application information provided and understand that all Federal Privacy Act requirements and the Australian Privacy Principles will be adhered to by the Agency.

I consent to my personal information being passed on during the tenancy (should it commence) and after the tenancy if required to other third parties which include however are not limited to tradespeople/contractors, salespeople, body corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information. The Lessor of the property will be provided all relevant information as the tenancy agreement is between the lessor and the tenant; the agency manages the property on behalf of the lessor. The agreement should it commence is a contract between the lessor and the tenant; personal information will be passed onto the lessor as the owner of the property.

A detailed copy of our Privacy Policy can be found at www.maisonreal.com.au

**I also acknowledge that: I am responsible for ensuring the main power switch is turned off to enable power to be connected.
The premise is a "Smoke Free Zone" and I/we will ensure there is no smoking inside the premises.**

Applicant Signature

Name: _____ **Signature:** _____ **Date:** ___/___/___