



Head office: 7/29 Collier Road, Morley WA 6062 | (08) 9207 2088  
 Wangara office: 1/7 Prindiville Dr, Wangara WA 6065 | (08) 9409 7577  
 admin@xceedre.com.au

# APPLICATION FOR RESIDENTIAL TENANCY

### 1. PROPERTY DETAILS

PROPERTY ADDRESS		RENT PER WEEK	\$
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### 2. APPLICANT DETAILS

Applicants Contact 1 No's:	H) _____ M) _____	W) _____ E) _____
Applicants Contact 2 No's:	H) _____ M) _____	W) _____ E) _____
Applicants Contact 3 No's:	H) _____ M) _____	W) _____ E) _____
Applicants Contact 4 No's:	H) _____ M) _____	W) _____ E) _____
Number of People occupying Premises	Adults: _____ Children: _____	Ages: _____ Ages: _____
Requested lease period:	Months: _____	Commencing: _____ Expiring: _____

### 3. GENERAL INFORMATION

Do you; Intend using a Water Bed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you; Intend on smoking inside?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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### 4. PETS

Do you; Intend having any pets;	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>**Please Note: Restricted Dog Breeds also apply; you MUST state what type of dog you have. You will find attached a list of the "Restricted Dog Breeds"</b>
Type of Pet: _____ Breed: _____ Number: _____ Age: _____		
Type of Pet: _____ Breed: _____ Number: _____ Age: _____		

### 5. MOTOR VEHICLES

Number of Vehicles to be Parked at the property?	_____	Make _____ Colour _____ Reg No _____
		Make _____ Colour _____ Reg No _____

### 6. BOND

Do you intend on applying to Ministry of Housing?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, Branch: _____
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### 7. UTILITIES

By submitting this application, you are acknowledging that you will be responsible for the connection and payment of gas, electricity and telephone. You will also be responsible for 100% of the water consumed at the property. **PLEASE NOTE**

- The applicant agrees to take the premises as it is with no alteration, additions or extras provided by the owner unless previously agreed to by all parties.
- Applications will only be processed if fully completed and signed.
- All properties are non-smoking zones, tenants are permitted to smoke outside of the house only.
- You must provide THREE types of Identification (these can be photocopied at our office). The first must be either a Passport or driver's License. The other two items can be anything that displays your name and address other than your Driver's License, e.g. Bankcard, Medicare or Private Health card, Student Id, Utility Account

**APPLICANT ONE**

<b>Surname:</b>		<b>First Name:</b>		<b>Middle Name:</b>	
<b>D.O.B:</b>		<b>Driver's License #:</b>		<b>Driver's License Exp:</b>	
<b>State:</b>		<b>Passport #:</b>			

<b>Present Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Previous Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Your Occupation:</b>		<b>Income p/w</b>	<b>\$</b>
<b>Employers Name:</b>		<b>Employ. Period</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**If less than 12 months, PREVIOUS EMPLOYER**

<b>Employer Name:</b>		<b>Employ. Period:</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**PLEASE NOTE: If self-employed statements of income must be supplied**

<b>Emergency - Name</b>		<b>How Related:</b>	
<b>Emergency - Address</b>			
<b>Contact Number:</b>	<b>H)</b>	<b>M)</b>	<b>W)</b>

<b>1<sup>st</sup> Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	<b>H)</b>	<b>M)</b>	<b>W)</b>

<b>2nd Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	<b>H)</b>	<b>M)</b>	<b>W)</b>

**Note: Character references cannot be anybody related to you.**

**APPLICANT TWO**

<b>Surname:</b>		<b>First Name:</b>		<b>Middle Name:</b>	
<b>D.O.B:</b>		<b>Driver's Licence #:</b>		<b>Driver's Licence Exp:</b>	
<b>State:</b>		<b>Passport #:</b>			

<b>Present Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Previous Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Your Occupation:</b>		<b>Income p/w</b>	<b>\$</b>
<b>Employers Name:</b>		<b>Employ. Period</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**If less than 12 months, PREVIOUS EMPLOYER**

<b>Employer Name:</b>		<b>Employ. Period:</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**PLEASE NOTE: If self-employed statements of income must be supplied**

<b>Emergency - Name</b>		<b>How Related:</b>	
<b>Emergency - Address</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>1<sup>st</sup> Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>2nd Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

**Note: Character references cannot be anybody related to you.**

**APPLICANT THREE**

<b>Surname:</b>		<b>First Name:</b>		<b>Middle Name:</b>	
<b>D.O.B:</b>		<b>Driver's Licence #:</b>		<b>Driver's Licence Exp:</b>	
<b>State:</b>		<b>Passport #:</b>			

<b>Present Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Previous Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Your Occupation:</b>		<b>Income p/w</b>	<b>\$</b>
<b>Employers Name:</b>		<b>Employ. Period</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**If less than 12 months, PREVIOUS EMPLOYER**

<b>Employer Name:</b>		<b>Employ. Period:</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**PLEASE NOTE: If self-employed statements of income must be supplied**

<b>Emergency - Name</b>		<b>How Related:</b>	
<b>Emergency - Address</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>1<sup>st</sup> Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>2nd Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

**Note: Character references cannot be anybody related to you.**

**APPLICANT FOUR**

<b>Surname:</b>		<b>First Name:</b>		<b>Middle Name:</b>	
<b>D.O.B:</b>		<b>Driver's Licence #:</b>		<b>Driver's Licence Exp:</b>	
<b>State:</b>		<b>Passport #:</b>			

<b>Present Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Previous Address:</b>					
<b>Agents/Landlord Name:</b>				<b>Phone No:</b>	
<b>Agents/Landlords Address:</b>					
<b>Rental Amount Paid:</b>			<b>Lease Term:</b>		
<b>Reason For Leaving:</b>					

<b>Your Occupation:</b>		<b>Income p/w</b>	<b>\$</b>
<b>Employers Name:</b>		<b>Employ. Period</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**If less than 12 months, PREVIOUS EMPLOYER:**

<b>Employer Name:</b>		<b>Employ. Period:</b>	
<b>Employers Address:</b>			
<b>Phone Number:</b>		<b>Manager:</b>	

**PLEASE NOTE: If self-employed statements of income must be supplied**

<b>Emergency - Name</b>		<b>How Related:</b>	
<b>Emergency - Address</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>1<sup>st</sup> Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

<b>2nd Character Ref - Name:</b>		<b>How Related:</b>	
<b>Address:</b>			
<b>Contact Number:</b>	H)	M)	W)

**Note: Character references cannot be anybody related to you.**

**NTD & TICA DISCLOSURE STATEMENT**

You can contact **National Tenancy Database Pty Ltd** (ABN 60 079 105 025)

("NTD") by:

Telephone: (03) 9416 2366 Facsimile: (03) 9416 1640  
Email: [kim@ntd.au](mailto:kim@ntd.au) Website: [www.ntd.net.au](http://www.ntd.net.au)  
In Person: 1/191 Johnstone Street, Fitzroy, VIC. 3055

**TICA DISCLOSURE STATEMENT** You

can contact **TICA** (ABN 84 087 400 379) by:

Telephone: 02 97433266 Email: [enquiries@tica.com.au](mailto:enquiries@tica.com.au)  
By Mail: P.O. Box 120, Concord NSW 2137

**PRIMARY PURPOSE**

**NTD & TICA** collects your personal information to provide to its Members and others listed below, historical tenancy and public record information on individuals and companies who/which lease residential and commercial property from or through licensed real estate agent members of **NTD** and **TICA**.

**NTD & TICA** also provide credit information on companies/directors applying for commercial leases.

The real estate agent /property manager will advertise **NTD & TICA** of your conduct throughout the lease/tenancy, and that information will form part of your tenant history.

**NTD & TICA** usually discloses information to:

- Licensed real estate agent members
- **NTD's** parent company, Collection House Limited ABN 74 010 230 716 and its subsidiaries and related entities
- Credit Bureaus

If your personal information is not provided to **NTD & TICA** the real estate agent/property manager will **not** be able to carry out their professional responsibilities and will **not** be able to provide a lease/tenancy of the premises. I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. No action will be taken against the Landlord or Agent if the application is unsuccessful or upon acceptance should the premises not be ready for occupation on this date, for whatever reason

<b>App.1 Signature</b>	
<b>Print</b>	
<b>App.2 Signature</b>	
<b>Print</b>	
<b>App.3 Signature</b>	
<b>Print</b>	

**1.** The amounts referred to in the "Ingoing Cost Schedule" are payable upon the Applicant signing the Lease prior to taking possession of the Property.

**2.** The Applicant will not be entitled to occupation of the Property until vacant possession is provided by the current occupant of the Property; the Lease is signed by the Applicant; and the payment of all monies due to be paid by the Applicant being paid by the Applicant prior to occupation of the Property.

**4.** Upon the exercise of the option by the Applicant, the Applicant will execute the Lease. The Lease shall be the Xceed Real Estate including the special conditions attached to this Application and the payment of all monies amounts referred to in the "Ingoing Cost Schedule".

**5.** The Applicant agrees to pay the rent in advance

**6.** The Applicant acknowledges that they are responsible for their own contents. The Applicant should arrange their own insurance to cover their contents.

**7.** The Applicant agrees for Xceed Real Estate, to contact any of the person(s) given as referee(s) by the Applicant for the purpose of the following up any arrears owing by the Applicant to the Owner.

**8.** The Applicant acknowledges having been advised that in the event of a breach of the Lease by the Applicant, items of personal information contained in this Application may be recorded in a Tenancy Database by or on behalf of the Owner and may be disclosed in connection with other residential tenancy applications by the applicant.

**9.** The Applicant makes this Application and Offer jointly and severally. Service of any notice to any one Applicant shall be deemed to be service on them all.

This document is not a residential tenancy agreement and does not grant any right to occupy the Property.

Special conditions that will apply to the lease if Application is accepted, and option exercised are attached. **PLEASE NOTE**

**OWNERS INSURANCE DOES NOT COVER TENANTS CONTENTS PLEASE**

**NOTE THE FOLLOWING:**

**1.** Applicants will not be given possession until this application has been checked and approved and the Tenancy Agreement signed and the total amount of money paid.

**2.** It is important to remember that this application is NOT the lease agreement.

- 3.** The purpose of this form is:
- To inform the owner of your details and your requirements for the lease. For example, if you wish to have pets at the premises.
  - To inform you of the money that is required to be paid prior to taking possession of the premises. For example, the value of the security bond, the initial rent payment and the letting fee.
  - To make you aware of the conditions associated with making the application. For example, if your application is accepted, when you can take possession.
  - The Applicant acknowledges having inspected the Property and is submitting this application to lease the property in the same condition that it was inspected, unless otherwise listed under "Special Conditions"

**SUMMARY**

Your Action:

- Complete Application
- Submit Application

Owners Application

- Accept or reject application
- If application is rejected by the owner then the option fee is returned.

Your Action:

- If application is accepted then you have a period of time to enter into the lease.
- If you withdraw after acceptance by the owner, then you will forfeit the option fee.

- I/We are aware that the agent will carry out ALL inspections between the normal business hours at the Agent's discretion.
- I/We hereby agree that the acceptance of this application is subject to approval by the Owner/Agent.
- The tenant is aware the owner has the right to increase the rent at six monthly intervals.
- I am/we are over 18 years of age, not bankrupt and declare that the above information is true and correct.
- I/We understand and agree that by submitting this application, and upon its approval, we agree to the full terms and conditions of the Lease Agreement and also agree that Routine Inspections may be conducted at the property without myself/us being present. We also understand and agree that photos will be taken at all Routine Inspections of the interior and exterior of the property.
- I/We agree to pay (if option exercised and lease entered into):

**INGOING COST SCHEDULE**

Security Bond (equivalent of 4 weeks rent)		\$ _____.
Pet Bond (\$260 if required)		\$ _____.
Initial Rent (minimum of 2 week)		\$ _____.
Total Due		\$ _____.
BALANCE OWING		\$ _____.

\*\*This is payable in cash or bank cheque only

**I hereby acknowledge that by signing below, I have read and understood all the conditions set out in this application**

**Applicant 1 Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant 2 Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant 3 Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant 4 Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Agent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**SPECIAL CONDITIONS**

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## **RESTRICTED DOG BREEDS - NOTICE TO ALL TENANTS AND PROSPECTIVE TENANTS**

The State Government has introduced a set of new regulations to regulate the control of various breeds of dangerous dogs. Under section 53 (1) of the Dog Act, 1976 the governor is given the power to make regulations when the Minister is of the view of a specific breed or a mixed-breed of dogs is a potential danger. Previously, the Dog Regulations, 1976 contained various provisions relating to the control of dogs. Those provisions have now been supplemented by the Dog (Restricted Breed) Regulations, 2002. These new regulations have applied since 22 April 2009. The new regulations, by their terms, include the following breeds of dog or any dog of a mixed breed which visibly contains any of these breeds:

- (a) Dogo Argentino
- (b) Fila Brasileiro
- (c) Japanese Tosa
- (d) American Pitbull Terrier
- (e) Pitbull Terrier
- (f) Any other breed of dog the importation of which is prohibited absolutely by the Customers (Prohibited Imports) Regulations, 1956 (Commonwealth).

It is the policy of Xceed Real Estate that under no circumstances whatsoever, will any dog that is either a breed or cross breed of one of the dogs listed above, be permitted to be kept on the premises.

This also extends to any visitors of the tenants who will not be permitted to bring any of the above listed breeds or cross breed dogs to the premises.