

# Rental Application



## Rental Property Details

Address Of Property:

Commencement Date:

Preferred Length Of Lease:  6 Months  12 Months

Rent Amount Per Week: \$

Do You Accept The Property In Its Current Condition:  Yes  No

## Applicant Details

First Name/S:

Last Name:

Full Address:

Home Phone:

Mobile Number:

Email:

Date Of Birth:

Drivers License No:

License Expiry:

Passport No:

Passport Country:

**Please Provide Us With At Least 100 Points Of Identification (Attach Copies). This Is Mandatory.**

- **Drivers License Or Passport**
- **Pay Slip / Letter Of Employment**
- **Copy Of All Government Payments**
- **Bank Statement, Gas And Electricity Bill**

Number Of People To Occupy The Property

Adults:

Children:

Ages Of Children:

Do You Currently Own Any Pets?  Yes  No

How Many Animals Will Be Kept At The Premises:

Type Of Pets / Type Of Breed:

Council Registration Number:

Are The Pets Kept Inside And Outside:

Do You Intend To Own Pets In The Future?

Do You Smoke?  Yes  No

## Current Rental Details

What Is Your Current Rental Address:

How Long Have You Lived At This Address:

Why Are You Leaving This Address?

Weekly Rent Paid: \$

Landlord / Agent Contact Details For This Property:

Agency/ Landlord Name:

Agent/ Landlord Phone Number:

Agents/ Landlord Email:

## Employment History

Occupation:

Employer:

Employer Address:

Contact Name:

Office Phone Number:

Office Email Address:

Length Of Employment:

Net Monthly Income: \$

**If You Have Been Employed For Less Than 12 Months With Your Current Employer, Please Complete Previous Employer Details Go To Question 24 If You Have Been Employed For More Than 12 Months With Current Employer**

Previous Employer:

Employer Address:

Length Of Employment:

Net Monthly Income:

Additional Income / Centrelink Payments:

Amount Per Month:

Source Of Additional Income:

## Self – Employed / Contractor

Business Name:

Business Address:

ABN:

Business Phone:

Business Email:

Average Income Per Week: \$

## Contact / References

**Professional Character Reference**

Full Name:

Relationship To You:

Contact Details:

**Next Of Kin In Case Of Emergency**

Full Name:

Relationship To You:

Contact Details:

## Disclosure and Declaration

I offer to rent the property from the owner under a lease prepared by Richardson and Wrench Branxton. I agree to enter into a Residential Tenancy Agreement. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

**I authorise Richardson and Wrench Branxton to use and/or obtain the following details:**

1. The current/past landlord/property owner of my current or previous residence.
2. My personal referees
3. My current or past employer
4. Any record, listing and National Tenancy Database (NTD) of defaults by tenants.
5. If I default under a rental agreement, I agree that Richardson and Wrench Branxton may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information including National Tenancy Database (NTD) and to other agents/ landlords of properties that I may apply for in the future.
6. To prepare lease or any other tenancy documents.
7. Allow tradespeople to contact me.
8. Refer to Tribunals/Courts & any Government organisation.

**If a holding fee is to be paid the following conditions will apply:**

1. A Holding Fee will only be accepted once the an application has been approved.
2. A holding fee will be one weeks rent to reserve the premises for a period of 7 days, during this period the premises will not be reserved for any other applicant.
3. The holding fee will be paid towards the initial rent of the premises.
4. That should the applicant decide not to proceed, the landlord may retain the full amount of the holding deposit.

**Yes, I authorise for Richardson and Wrench Branxton to use my personal details for any reference check.**

**I agree that if I do not provide all information in the above application, Richardson and Wrench Branxton will not process my application.**

**I agree that I have read and agree to all terms and conditions with the above declaration and that I am the person named in this application and all information is correct.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_