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RENTAL APPLICATION

Welcome to **Surfers International Realty**, we endeavour to make the application process as quick and stress free as possible. Kindly note that it is one application per person.

Please take the time to ensure that you complete the application form in full and provide all information or complete all actions required on the checklist. If the application is approved the first 2 weeks rent is required as a holding deposit to secure property. Those funds will go towards your first 2 weeks rent after tenancy paperwork is signed and bond has been received.

- 1. AN INTERNAL AND EXTERNAL INSPECTION OF PROPERTY HAS BEEN CARRIED OUT BY APPLICANT**
- 2. ONE APPLICATION FORM PER PERSON**
- 3. EACH APPLICANT MUST SUPPLY 100 POINTS IDENTIFICATION CHECK**
- 4. APPLICANTS MUST SUPPLY PHOTOCOPIES OF ID AND OTHER RELEVANT DOCUMENTS**
- 5. THE APPLICATION WILL NOT BE PROCESSED IF THE ABOVE REQUIREMENTS HAVE NOT BEEN MET**
- 6. OUR OFFICE ENDEAVOURS TO PROCESS ALL APPLICATIONS AS FAST AS POSSIBLE AND WE WILL BE IN CONTACT WITH THE OUTCOME OF THE APPLICATION WITHIN 48 HOURS**

100 POINT ID CHECKLIST:

Drivers License	40
Passport	40
18+ card	40
Birth Certificate	30
Other Photo ID	30
Current Wage Slip	30
Previous Tenancy reference	20
Previous rent ledger	20
Motor vehicle registration	10
Bank Statement	10
Telephone statement	10
Electricity statement	10
Gas account	10

OFFICE USE ONLY:

DATE & TIME OF LODGEMENT:

_____ AM/PM

TAKEN BY: _____

PROCESSING COMPLETED BY: _____

LESSOR ADVISED: _____

TENANT ADVISED OF OUTCOME: YES/NO

ADDRESS OF PROPERTY:

How did you find out about this property? Newspaper, Website, For rent sign, Referral or Other:

Applicant's full name: _____

Current Address: _____

Personal Details: Date of Birth _____ Place of Birth: _____

Drivers License no: _____ Expiry Date: _____

Passport no: _____ Expiry Date: _____ CURRENT AUSTRALIAN CITIZEN: _____

Contact details: Home: _____ Work: _____

Mobile: _____ Email: _____

Current rental history: Rent p/w: _____ Period of occupancy: _____

Agent/Landlord: _____

P: _____ M: _____ E: _____

Previous address: _____

Rent p/w: _____ Period of occupancy: _____

Agent/Landlord: _____

P: _____ E: _____

Employment details: Current employer: _____ FT, PT or Casual _____

Your position: _____ Supervisor/Managers name: _____

Length of employment: _____ Contact details: P: _____ Mob: _____

Total annual income (as declared to the ATO): _____

ARE YOU SELF EMPLOYED? Name of company: _____

Trading as: _____ ABN: _____

Address of business: _____

How long have you been self employed: _____ Total annual income (as declared to ATO) _____

Name of accountant: _____ P: _____ M: _____

Creditor 1: _____ P: _____ M: _____

Creditor 2: _____ P: _____ M: _____

CENTERLINK PAYMENTS OR STUDENT: Please indicate confirm your source of income:

Student Parent/guardian letter Centrelink documents Austudy documents

Unemployed Bank statement Centrelink documents other: _____

VEHICLE INFORMATION: Total number of vehicles to be kept at premises: _____

Registration number: _____ Model: _____

Registration number: _____ Model: _____

OCCUPANCY DETAILS: You are required to supply full names, current address and age of all people who will be residing at the property: (Please note all occupants over the age of 18 years must complete individual application form)

Name: _____ Address: _____ Age: _____

Name: _____ Address: _____ Age: _____

Name: _____ Address: _____ Age: _____

PETS Y OR N _____ TYPE: _____ BREED: _____

REGISTERED WITH COUNCIL: _____

PHOTO ATTACHED: _____

PERSONAL REFERENCES:

NAME: _____ PH: _____ MOBILE: _____

NAME: _____ PH: _____ MOBILE: _____

NAME: _____ PH: _____ MOBILE: _____

Emergency Contact:

Name: _____ Relationship: _____ Ph: _____

Address: _____

I confirm the following:

1. Have you ever been evicted by any Lessor or Agent?
2. Have you been refused another Property by a Lessor/Agent?
3. Are you in debt to another Lessor or Agent?
4. Is there any reason known to you that would affect your ability to pay your rent?
5. Was your bond at your last address refunded in full?

If yes for any of the above questions, please give details:

I confirm the following: I have completed an internal inspection of the property on the _____ and found the property to my satisfaction.

DECLARATION and PRIVACY STATEMENT:

I understand and agree that the information provided on this application is true and correct. I give my permission for the agent to verify all information provided on this application including but not limited to tenancy database checks with Tenancy Information Centre Australia and National Tenancy Database, Previous real estate agencies, Landlords and Employers. I also understand that the application will be referred to the lessor for approval. All your personal information will be held in the strictest confidence with our company privacy policy and any information is solely used for the purpose of the application only.

I wish to apply for a tenancy for the above property for a period of _____ months at a rental of \$_____ per week, commencing on the _____.

I understand that upon approval of this application by the lessor arrangements must be made for all applicants to sign the General Tenancy Agreement within 24 hours and a minimum of the first 2 weeks rent paid by eft. **All monies owing including the bond of four (4) weeks rent and two (2) weeks rent must be paid by clear funds prior to keys being released by agent/lessor.** (BOND = \$_____/ 2 WEEKS RENT = \$_____)

APPLICANTS SIGNATURE: _____ DATE: _____