



RESIDENTIAL TENANCY APPLICATION

@RealEstateCo provides residential rental properties in Alice Springs. We have a guide below that will assist you in processing your application in the quickest and most effective way.

Guide lines:

1. Individual applications for each occupant

2. Copies of the following information are required by each occupant:

- Photo ID ie: driver's license, passport, proof of age etc.
- Current Agent rent history/report/ledger
- Latest utility account record ie: telephone, power and water etc.
- Bank statements or screen shot of bank balances – evidence you have bond saved
- Proof of employment

It is important to include as much information in the application as possible. Applications are not processed until all supporting documents are received. Processing of application is 1-3 business days.

Processing applications:

Once the application/s are received with all documentation an interview will be conducted with the property manager & viewing of the property. All applications are submitted to the landlord for formal approval. Time frames are from 1-3 days.

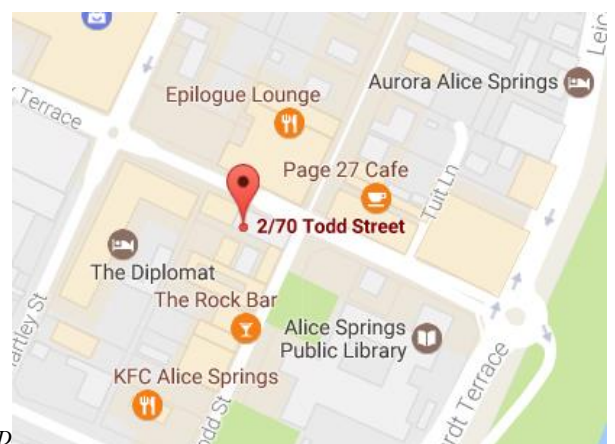
If your application is successful we require bond (equivalent to 4 weeks rent) plus 2 weeks rent paid by bank transfer/BPAY/credit card (1.05% cc surcharge applies).

Lease agreement to be signed by all lessee's prior to collecting keys of the property.

Territory Housing: When bond is approved, we require proof & bond amount.

If you have any further questions contact our office on 8953 8120 or visit our office at 2/70 Todd Street, Alice Springs.

Address of Property You Are Applying for



APPLICANTS NAME

SURNAME: _____ GIVEN NAMES: _____

D.O.B: _____ DRIVERS LICENSE: _____

VEHICLE REGO#: _____ VEHICLE MODEL/TYPE: _____

CURRENT ADDRESS: _____

PARTNERS NAME: _____

APPLICANTS CONTACT NUMBERS

(H) _____ (W) _____ (M) _____

(Email) _____

NUMBER OF OCCUPANTS

ADULTS _____ CHILDREN _____ AGES _____

OCCUPATION (CURRENT EMPLOYER)

OCCUPATION _____ EMPLOYER _____

ADDRESS: _____

PHONE _____ PERIOD OF EMPLOYMENT: _____

PARTNER'S OCCUPATION _____

OCCUPATION (PREVIOUS EMPLOYER)

OCCUPATION _____ EMPLOYER _____

ADDRESS _____

PHONE _____ CONTACT _____

PERIOD OF EMPLOYMENT _____

PETS YES or NO

PETS BREED _____ PET REFERENCES YES or NO

IF YES DETAILS _____

SMOKER YES or NO

PRESENT ADDRESS

ADDRESS OF PROPERTY _____

PERIOD OF OCCUPANCY _____ RENT PAID \$ _____ per week

ARE YOU LISTED ON THE LEASE? YES / NO

REASON FOR LEAVING _____

AGENT/LANDLORD _____

PHONE _____ EMAIL _____

PREVIOUS ADDRESS

ADDRESS OF PROPERTY _____

PERIOD OF OCCUPANCY _____ RENT PAID \$ _____ per week

ARE YOU LISTED ON THE LEASE? YES / NO

REASON FOR LEAVING _____

AGENT/LANDLORD _____

PHONE _____ EMAIL _____

PERSON TO CONTACT IN EMERGENCY

NAME _____ PHONE _____

ADDRESS/EMAIL _____ RELATIONSHIP _____

WHAT ARE YOU LOOKING FOR IN A PROPERTY?

UNIT/HOUSE No. of Bedrooms: _____ No of Car parks: _____

Price range: _____ Location: _____ Lease term: _____

Preferred date to occupy property: _____

GIVE DETAILS OF 3 PROFESSIONAL REFEREES:

i.e.: landlord previous or current; employer previous or current; accountant; work colleague

1. NAME: _____ PHONE NO: _____

POSITION: _____

2. NAME: _____ PHONE NO: _____

POSITION: _____

3. NAME: _____ PHONE NO: _____

POSITION: _____

1. Has your tenancy ever been terminated by a landlord or agent Yes/No
If yes give details _____
2. Have you ever been refused a property by any landlord or agent Yes/No
If yes give details _____
3. Are you in debt to another landlord or agent Yes/No
If yes give details _____
4. Have any deductions ever been made from your rental bond Yes/No
If yes give details _____
5. Is there any reason known to you that would affect your future rental payments Yes/No
If yes give details _____

Privacy Act Acknowledgment:

In accordance with the Privacy Principle 1.3 of the Privacy act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principle of Privacy Act to be made aware that an organization may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a Database Company other organizations may receive information from time to time. Other organization may include debt collection agencies, insurance companies, government departments and other landlords or agents.

I acknowledge that the landlord and landlord's agent will rely on the truth of the above answers in assessing the application for tenancy.

I/we the said applicant/s declare that all the information contained in this application is true and correct, and that the information is provided of my/our own freewill. I/we further authorize the agent to contact any of the referees or references supplied by me/us in this application for verification of the details provided.

1. I/we authorize the agent to access and check any information that may be listed on me/us on the TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available.
2. I/we agree and understand that in the event of this application being approved by the agent, the agent may report any defaults being reported that may occur from time to time in the tenancy with TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available. I/we understand that in the event of a default being reported to TICA DEFAULT TENANCY DATABASE and any other tenancy database, the removal of such information is subject to the guidelines of the database companies.
3. I/we agree and understand that in the event of this application being approved all initial monies will be paid to the agent by Direct Debit/BPAY/Credit Card (1.05% credit card surcharge applies).
4. I/we agree that no keys for the property will be provided by the agent to me/us until such time as all monies owed are paid in full in accordance with clause 3 above.
5. I/we agree that I/we will abide by the policies of the office of the agent as may be provided to me/us in relation to this tenancy.
6. I/we agree to allow the agent to photocopy the information supplied by me/us for their records.
7. I/we agree upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both the landlord and the tenant. I/we further agree that I/we will sign the Tenancy Agreement, and be bound by the terms and conditions of the Tenancy Agreement.

Signature: _____

Date: ____/____/____

	I/We agree for the following information to be released.	
	Applicant name/s: _____	
Applicant must sign →	Signature/s: _____	Date: _____

ATTN: LANDLORD/AGENT

This is to advise that the above listed tenant/s have submitted an application to our office. To enable our office to process the information could you please complete the following information and return this form to our office via email realestateco@realestateco.net.au

Tenant Name/s: _____	
Property Address: _____	
1. Date tenancy agreement commenced:	____/____/____
2. Date tenancy agreement expires:	____/____/____
3. Did your office terminate the tenancy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Weekly rent paid:	\$ _____
5. Was rent paid on time? (Maximum period of arrears _____ days/weeks)	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Were any Breach or Notice to Quit forms sent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Did you carry out periodic inspections?	<input type="checkbox"/> Yes <input type="checkbox"/> No
8. Did they maintain the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
COMMENTS: _____	

9. Did you receive any complaints during the tenancy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
COMMENTS: _____	

10. Did the tenant keep any pets on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
COMMENTS: _____	

11. Did they receive a full bond refund?	<input type="checkbox"/> Yes <input type="checkbox"/> No
PLEASE LIST DEDUCTIONS: (if applicable) _____	

12. Would you rent a property to the tenant/s again?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Signed: _____	Date: _____
Completed by: _____	

Thank you for taking the time to provide our office with a reference.