

Application for Residential Tenancy

(One application to be completed per person)



Part 1 Rental Property Details

Item 1: Agent Details

Agency name:

Hot Property Realty Mackay Pty Ltd

Address:

Oasis Plaza, Cnr Willetts Road & Sams Road, North Mackay Qld 4740

Phone:

49428855

Mobile:

0408 787 170

Fax:

49428833

Email: rentals@hotpropertyrealty.com.au

Item 2: Property Details

Property address

Rent \$ a week a fortnight a month Bond \$

Tenancy term insert "fixed term agreement" or "periodic agreement".

Starting on / / Ending on / /

Part 2 Applicant Details

Item 3: Contact Details

Full name

Date of Birth

Have you been known by any other name(s)? Yes No

If Yes, what other name(s) have you been known by?

Work phone

Mobile

Home phone

Email:

Driver's licence/Passport number

State

Number of vehicles

Registration number(s)

Item 4: Dependants

Do you have any dependants? Yes No

Dependant full name(s)

Relationship to Applicant

Dependant Date of Birth

Item 5: Smoking

Are you or any of the dependants living with you a smoker? Yes No

Item 6: Pets

Do you intend to keep pets at the property? Yes No

Number of pets

Type of pet/s

Are your pets registered with a council? Yes No

If Yes, please state which council:

Item 7: Applicants Address History

Current residential address

[]

Period of occupancy [] Type of occupancy: Rent Owner Other > []

Current Agent/Lessor (if renting) [] Agent/Lessor phone []

Current rent \$ [] a week a fortnight a month Reason for leaving: []

Previous residential address

[]

Period of occupancy [] Type of occupancy: Rent Owner Other > []

Previous Agent/Lessor [] Agent/Lessor phone []

Current rent \$ [] a week a fortnight a month Reason for leaving: []

Item 8: Employment Details

Are you employed? Yes No (if no, please provide details of previous employer, if any)

Employment status: Full Time Part Time Casual Contract Self employed

Occupation [] Net income (per week) []

Date commenced employment (approx) [] Date terminated employment (if any) []

Employer/Business Name []

Address [] Phone []

If self employed, Accountant's Name [] Phone []

Item 9: Centrelink Payments

Are you receiving any regular Centrelink payments? Yes No

Description of payment(s) []

Total income (per week) \$ [] Date payments commenced []

Item 10: Student Details

Are you studying full time? Yes No

Name of education institution you are currently attending [] Student Identification Number []

Are you an overseas student? Yes No If yes, Visa expiry date: []

Item 11: Personal References

Please do not list relatives, another applicant or partners and provide business hours contact numbers.

Referee 1

Relationship

Address

Phone/Mobile

Referee 2

Relationship

Address

Phone/Mobile

Item 12: Personal Representative

i.e. preferred person(s) to be contacted in the event of an emergency.

Representative 1

Relationship

Address

Phone

Representative 2

Relationship

Address

Phone

Part 3 Supporting Documents**Item 13: Identification**

You are required to meet a 100 point identification criterion upon submission of your application. The agent/lessor may photocopy any item and retain as part of your application.

Please tick the identifying documents you have provided with your application.

IMPORTANT: At least one form of Photo Identification MUST be provided.

70 Points
 Passport

 Full birth certificate

 Citizenship certificate
40 Points
 Australian driver's licence

 Student Photo ID

 Department of Veterans Affairs card

 Centrelink Card

 Proof of age card

 State/Federal Government Photo ID
25 Points
 Medicare card

 Council rates notice

 Motor vehicle registration

 Telephone bill

 Electricity bill

 Gas bill

 Tenancy History Ledger

 Bank statement

 Credit card statement

 Last FOUR rent receipts

 Rent bond receipt

 Previous tenancy agreement
Item 14: Proof of Income

You are also required to supply the agent/lessor with proof of your income upon submission of your application.

Employed: Last TWO pay slips.

Self employed: Bank Statements, Group Certificate, Tax Return or Accountant's letter.

Not employed: Centrelink Statement.

Part 4 Declaration

Please declare the following by selecting either TRUE or FALSE

I, the Applicant,

1. have never been evicted by an agent/lessor True False
2. have no known reasons that would affect my ability to pay rent True False
3. was refunded the rental bond for my last address in full (if applicable) True False

If false, please advise what deductions were made from your bond?

4. have no outstanding debt to another agent/lessor? True False

If false, why are you in debt to your past agent/lessor?

Part 5 Acknowledgement

Please acknowledge the following by selecting either Yes or No

I, the Applicant,

1. acknowledge that my personal contents insurance is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings. Yes No
2. understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property - in particular to check my identification, my ability to care for the property, my character and my creditworthiness. Yes No
- 2.1 for such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary. Yes No
- 2.2 in doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties. Yes No
3. acknowledge and accept that if this application is denied, the agent is not legally obliged to provide reasons as to why. Yes No
4. consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the agent/lessor to pass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and tenancy default databases. Yes No
5. acknowledge that I have received and reviewed the General Tenancy Agreement (Form 18a), the standard terms and any special terms before completing this application. Yes No
6. acknowledge that I have received or have available the Information Statement (Form 17a), body corporate by-laws (if applicable) before completing this application. Yes No
7. acknowledge that I have been made aware of the agency's Privacy Policy. Yes No
8. acknowledge that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agent's acceptance of the application. Yes No
9. declare that the above information is true & correct and that I have supplied it of my own free will. Yes No

Name of Applicant

Signature

Date



PRIVACY ACT ACKNOWLEDGEMENT

In accordance with the privacy act I/We the undersigned authorize the recipient of this fax request any information to Hot Property Realty Mackay regarding our/my rental history. I/We understand that information will be used to assess my /our application.

All information supplied to Hot Property Realty Mackay is treated confidentially.

Name: _____

Signature: _____

Date Signed: _____

OFFICE USE ONLY: RENTAL REFERENCE

Address of Property: _____

Suburb: _____ State: _____ Postcode: _____

Real Estate Agent / Private Landlord: _____

PREVIOUS PROPERTY MANAGER'S COMMENTS

Please provide information on:

Period of occupancy: _____ Was the applicant listed as a lessee? Yes/No

Weekly rent amount: \$ _____ Was the lessee ever in arrears? Yes / No

Any remedies and reason: _____

Notice to leave and reason: _____

Date vacated: _____ Were the gardens / yards maintained? Yes/No

Inspection details / damage notice: _____

Did your office terminate tenancy? Yes / No

Pets kept with / without permission? Yes / No

Was the property left clean & tidy? Yes / No

Bond refund details: _____

Details of disputed with applicant: _____

Outstanding Monies: _____

Would you rent to them again? Yes / No

Confirmed by: _____ Phone: _____

Please complete and return to Hot Property Realty Mackay

Ph: 07) 49 42 88 55 Fax: 07) 49 42 88 33

