



RESIDENTIAL TENANCY APPLICATION.

IN ORDER TO PROCESS YOUR APPLICATION, ALL SECTIONS OF THIS DOCUMENT MUST BE COMPLETED. IN ADDITION THE BELOW MUST BE SUBMITTED WITH YOUR APPLICATION.

Applicant/s Name: _____

Property Address: _____

Once we received your completed application form, we will endeavor to have your application processed within 48 hours. It is important we can contact all your references

Before submitting please tick off the following:

- You have inspected the property
- Application completed in full including all occupants over the age of 18.
- Each applicant providing 100 points of identification
 - 40 Points Photo ID, Passport
 - 40 Points Birth Certificate
 - 20 Points Medicare card
 - 10 points Bank statement/card, lease agreement, utility bill, pay slip
- Should you be approved for the property, payment of the bond (4 weeks) and initial two weeks rent **must** be paid within 48 hours of being notified.

THANK YOU for applying for a rental property through **ProProperty Group**
Please allow 48-72 hours to process your application.

APPLICATION FOR RESIDENTIAL TENANCY

Property Address: _____

Weekly Rent \$ _____ Lease Period _____ Commencing _____

Total Number of people residing at property	Adults _____ Ages _____ Children _____ Ages _____
Pets <input type="checkbox"/> Yes <input type="checkbox"/> No <small>You MUST state breed of animal, refer to "Restricted Dog Breeds"</small>	Type of Pet: _____ Breed: _____ Weight: _____ Age: _____ Type of Pet: _____ Breed: _____ Weight: _____ Age: _____
No. of Vehicles to be parked at the property:	Make: _____ Model: _____ Colour: _____ Rego No: _____ Make: _____ Model: _____ Colour: _____ Rego No: _____ Make: _____ Model: _____ Colour: _____ Rego No: _____

Do you intend applying to Ministry of Housing for Bond Assistance? **Yes** **No**

Only complete this APPLICATION if you are sure that you want to enter into a Residential Tenancy Agreement with the Lessor of the Premises.

The Lessor of the Premises is attempting to locate the most suitable tenant; that is a tenant who pays the rent on time and takes good care of the Premises. To enable the Lessor of the Premises to determine in their opinion, who is the most suitable person, the Lessor's Property Manager requires some background information about you.

The purpose of this form is:

- First**, to inform the Lessor of your details, your requirements for the Residential Tenancy Agreement;
- Second**, to inform you of the Lessor's /Property Manager's use of one or more tenancy databases.
- Third**, to inform you of the money that is required to be paid prior to taking possession of the Premises; (Security Bond (4 weeks rent), Pet Bond (\$260) and the initial first two weeks rent payment)
- Fourth**, to make you aware of the terms of the Residential Tenancy Agreement (including special conditions) associated with the lease if your application is accepted.

SPECIAL CONDITIONS:

By submitting this application, the applicant/s acknowledges that they agree to lease the property, as inspected, with no alterations, additions or extras. Should you wish any additional works or cleaning to be carried out prior to the commencement of any tenancy, please list below:

APPLICANT ONE:

Surname: _____ Given Name: _____
DOB: ____/____/____ Contact No: _____
Email: _____
Drivers Licence NO. _____ Passport No _____

Current Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Previous Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Current Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

Previous Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

NEXT OF KIN - AN IMMEDIATE FAMILY MEMBER WHO WILL NOT BE RESIDING AT THE PROPERTY

Name: _____ Relation: _____
Contact No: _____ Address: _____

EMERGENCY CONTACT - MUST BE DIFFERENT TO YOUR NEXT OF KIN

Name: _____ Relation: _____
Contact No: _____ Address: _____

CHARACTER REFERENCES – MUST NOT BE ANYBODY RELATED TO YOU

Name: _____ Contact No: _____
Name: _____ Contact No: _____

APPLICANT TWO:

Surname: _____ Given Name: _____
DOB: ____/____/____ Contact No: _____
Email: _____
Drivers Licence NO. _____ Passport No _____

Current Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$ _____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Previous Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$ _____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Current Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$ _____ per yr / m / fn /wk

Previous Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$ _____ per yr / m / fn /wk

NEXT OF KIN - AN IMMEDIATE FAMILY MEMBER WHO WILL NOT BE RESIDING AT THE PROPERTY

Name: _____ Relation: _____
Contact No: _____ Address: _____

EMERGENCY CONTACT - MUST BE DIFFERENT TO YOUR NEXT OF KIN

Name: _____ Relation: _____
Contact No: _____ Address: _____

CHARACTER REFERENCES – MUST NOT BE ANYBODY RELATED TO YOU

Name: _____ Contact No: _____
Name: _____ Contact No: _____

APPLICANT THREE:

Surname: _____ Given Name: _____

DOB: ____/____/____ Contact No: _____

Email: _____

Drivers Licence NO. _____ Passport No _____

Current Address: _____

Agent/Lessor: _____ Contact No: _____

Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____

Reason for vacating: _____

Previous Address: _____

Agent/Lessor: _____ Contact No: _____

Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____

Reason for vacating: _____

Current Employer: _____

Contact No.: _____ Occupation: _____

Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

Previous Employer: _____

Contact No.: _____ Occupation: _____

Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

NEXT OF KIN - AN IMMEDIATE FAMILY MEMBER WHO WILL NOT BE RESIDING AT THE PROPERTY

Name: _____ Relation: _____

Contact No: _____ Address: _____

EMERGENCY CONTACT - MUST BE DIFFERENT TO YOUR NEXT OF KIN

Name: _____ Relation: _____

Contact No: _____ Address: _____

CHARACTER REFERENCES – MUST NOT BE ANYBODY RELATED TO YOU

Name: _____ Contact No: _____

Name: _____ Contact No: _____

APPLICANT FOUR:

Surname: _____ Given Name: _____
DOB: ____/____/____ Contact No: _____
Email: _____
Drivers Licence NO. _____ Passport No _____

Current Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Previous Address: _____

Agent/Lessor: _____ Contact No: _____
Rental Amount: \$_____/week Period from: ____/____/____ - ____/____/____
Reason for vacating: _____

Current Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

Previous Employer: _____

Contact No.: _____ Occupation: _____
Period Of Employment: _____ Net Income: \$_____ per yr / m / fn /wk

NEXT OF KIN - AN IMMEDIATE FAMILY MEMBER WHO WILL NOT BE RESIDING AT THE PROPERTY

Name: _____ Relation: _____
Contact No: _____ Address: _____

EMERGENCY CONTACT - MUST BE DIFFERENT TO YOUR NEXT OF KIN

Name: _____ Relation: _____
Contact No: _____ Address: _____

CHARACTER REFERENCES – MUST NOT BE ANYBODY RELATED TO YOU

Name: _____ Contact No: _____
Name: _____ Contact No: _____

INGOING COST SCHEDULE:

Security Bond (Equivalent to 4 weeks rent)	\$ _____
Pet Bond (if applicable)	\$ _____
First Two weeks rent	\$ _____
Total Payable	\$ _____

THE TOTAL DUE IS PAYABLE TO PROPROPERTY GROUP BY BPAY, BANK CHEQUE OR CASH WITHIN 48 HOURS OF ACCEPTANCE OF THIS APPLICATION.

- The applicant acknowledges having inspected the property & is submitting this application to lease the property in the same condition that it was inspected, unless otherwise listed under "Special Conditions". The applicant will not be entitled to occupation of the property until vacant possession is provided by the current occupant & deemed by the agent to be suitable for occupancy.
- The applicant acknowledges that this is an application to lease this property and that my application is subject to the lessors approval. No action will be taken against the lessors or agent if the application is unsuccessful or upon acceptance should the premises not be ready for occupation on this date, for whatever reason.
- I / we are over 18 yrs of age, not bankrupt & declare that the above information is true & correct.
- The amounts referred to in the "Ingoing Cost Schedule" is payable within 48 hours of approval of the application.
- The Applicant agrees for **ProProperty Group** to contact any of the person(s) given as referee(s) by the applicant for the purpose of following up any arrears owing by the Applicant to the Lessors.

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 that a specific breed or a mixed -breed of dogs is a potential for 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 2002. 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;

Dogo Argentino Fila Brasileiro Japanese Toso American Pit Bull Terrier Pit Bull Terrier

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 **ProProperty Group** 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.

Signed Applicant One: _____ Date: _____

Signed Applicant Two: _____ Date: _____

Signed Applicant Three: _____ Date: _____

Signed Applicant Four: _____ Date: _____

PRIVACY COLLECTION NOTICE 1988:

Personal information collected by the Agent through the Management of the tenancy including, but not limited to application is necessary to manage the tenancy. The personal information collected by the Agent in this Lease, and application during the period of the management of the tenancy is collected for the purpose of being used in managing the lease of the premises and the tenant hereby consents to that collection and use the information collected in this lease, application and during the tenancy may be disclosed by the Agent to other parties as permitted by the Privacy Act 1988 including to the existing lessors, subsequent lessors, courts of law, other agents and operators of tenancy reference databases.

Further, information already held on tenancy reference databases may be accessed by the Agent. If the tenant wishes to contact the agent or access the personal Information the agents may hold regarding the tenant, the tenant may do so by contacting the agent at the address described in item 4. The Tenant may also request that the information be corrected if it is inaccurate, incomplete or out- of-date. If the information referred to in this collection notice is not provided, the agent may not be able to manage the tenancy.

PRIMARY PURPOSE:

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

NTD & TICA usually discloses information to: Licensed real estate agent Members NTD's parent company, Collection House Limited ABN 74 010230 716 and its subsidiaries and related entities Credit Bureaus. If you're personal information is not provided to NTD and TICA the real estate agent/property manager will not be able to carry out their Professional responsibilities and will not be able to provide you with a Lease/tenancy of the premises.

NTD & TICA Disclosure Statement:

You can contact National Tenancy Database Pty Ltd (ABN 65 079 105 025) ("ntd") by:
P: (03) 947 6 2366 F: (03) 9416 1640 E: kim@ntd.nto.au W: www .ntd .net.au

You can contact TICA (ABN 84 087 400 379) by:
P: (02) 97433266 E: enquiries@tica.com.au M: P.O.Box120 ,Concord NSW 2137

I/We the applicants of the below mentioned property are in agreeance to the above mentioned privacy disclosure and hereby give consent to ProProperty Group to discuss and confirm personal information.

Property Address: _____

Signed Applicant One: _____ Date: _____

Signed Applicant Two: _____ Date: _____

Signed Applicant Three: _____ Date: _____

Signed Applicant Four: _____ Date: _____