

Tenancy Application Form

Please note: This application will not be processed unless it is filled out completely with copies of all supporting documents attached.

Please read prior to completing your application.

1. The application must be accompanied by relevant supporting documentation.
2. Once your application has been approved you will receive a phone call to inform you of your successful application.
3. All Round Realty will then send you and email with all the details required. You will be required to pay bond and a minimum of two weeks rent in advance prior to signing the tenancy agreement.

Rent Payment

- Direct Credit is our preferred rent payment method and is a free option for tenants.
 You will be provided with your own unique reference number at the signing of your lease
 Please speak to All Round Realty about other payment options if required.

Applicants Checklist

Before I submit this application, I/we have:

- Attached photocopies of supporting documents (see below)
- Inspected the property both internally and externally
- Completed all details in full on the application form
- Provided all contact details and documentation for confirmation of income source
- Read and signed all the Privacy Disclosure Statement and Privacy Consent

Date & Time Viewed:

Supporting Documentation

When submitting an application, you must include at least one item from each section per applicant.

Section One

Drivers Licence
 Proof of Age Card
 Passport
 Bank Statement

Section Two

Current Pay Slips (minimum of 2)
 If new job - Letter of confirmation incl. salary
 Statement of Centrelink Entitlements

Section Three

Previous 2 rent receipts (or ledger)
 Council Rates
 Motor vehicle registration
 Utilities or phone account

Applicant Name/s:	
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Address of property you are applying for

Preference 1	
Preference 2	

Tenancy Requirements

Length of tenancy months Rent \$ per week Lease start date

Names & ages of children (if any)

No. of pets (including breed & age)

Do you own an investment property in Australia? Yes / No

Tenancy Application Form

Applicant 1

First Name		Last Name		Email	
Phone		Mobile		Date of birth	
Drivers Licence No.	State of issue		Passport No.		Country of issue
Make of Car	Car Rego				

Emergency Contact

Please provide an emergency contact not living with you

Name		Relationship to you		Contact phone	
Address					

Current Address Details

If owner occupier include details here.

Current rent / mortgage		\$	per week	How long have you lived there?		years	months
Current Address							
Agent / Landlord			Phone		Email		
Reason for Leaving							
Was your bond refunded in full? Yes / No If No, please specify							

Previous Rental Details

Rent		\$	per week	How long have you lived there?		years	months
Property address							
Agent / Landlord			Phone		Email		
Was your bond refunded in full? Yes / No If No, please specify							

Current Employment/Self Employed

If less than 6 months in current job please also provide previous employment details.

Company Name		Your position					
Company address		Net income (after tax) \$ per wk / fn / mth					
Length of employment							

Centrelink Benefits

Type	\$	per fortnight
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Additional source of income

Type	\$	per wk / fn / mth
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Personal Referee (cannot be related)

Referees Name		Relationship to you	
Period known for		Phone	

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Applicant 2 (for additional applicants please copy this page)

First Name		Last Name		Email	
Phone		Mobile		Date of birth	
Drivers Licence No.	State of issue		Passport No.		Country of issue
Number of vehicles	Car Rego				

Emergency Contact

Please provide an emergency contact not living with you

Name		Relationship to you		Contact phone	
Address					

Current Address Details (if different to the Primary contact – or write as above)

If owner occupier include details here.

Current rent / mortgage		\$	per week	How long have you lived there?		years	months
Current Address							
Agent / Landlord			Phone			Fax	
Email			Reason for leaving				
Was your bond refunded in full? Yes / No IfNo, please specify							

Previous Rental Details (if different to the Primary contact)

Rent		\$	per week	How long have you lived there?		years	months
Property address							
Agent / Landlord			Phone			Fax	
Was your bond refunded in full? Yes / No IfNo, please specify							

Current Employment/Self Employed

If less than 6 months in current job please also provide previous employment details.

Company Name		Your position					
Company address		Net income (after tax) \$ per wk / fn / mth					
Length of employment							

Centrelink Benefits

Type	\$	per fortnight
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Additional source of income

Type	\$	per wk / fn / mth
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Personal Referee (cannot be related)

Referees Name		Relationship to you	
Period known for		Phone	

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Confirmation

I confirm that during my inspection of this property I found it to be in a satisfactory condition and suitable for occupancy.







If No, I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge and understand that these items are subject to the landlord's approval and do not form part of the Tenancy Agreement.

I also acknowledge that this rental application is subject to the Landlord's approval and I consent to the information provided in this application being verified and a reference check on Tenancy Reference Australia being undertaken.

Free Utility Connection Service



MyConnect will contact you to connect your utilities for FREE

Select your required utilities:

Water (Compulsory)

Electricity

Gas














Internet

Phone




Pay TV

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.


OR Tick here to opt out


 1300 854 478
  enquiry@myconnect.com.au
  myconnect.com.au

Privacy Act Acknowledgement for Tenants

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the Application information provided and understand that all Federal Privacy Act requirements and the Australian Privacy Principles will be adhered to by the Agency.

I consent to my personal information being passed on during the tenancy (should it commence) and after the tenancy if required to other third parties which include however are not limited to tradespeople/contractors, salespeople, bodies corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information. The Lessor of the property will be provided all relevant information as the tenancy agreement is between the lessor and the tenant; the agency manages the property on behalf of the lessor. The agreement should it commence is a contract between the lessor and the tenant; personal information will be passed onto the lessor as the owner of the property. A detailed copy of our Privacy Policy can be found at www.littlerealestate.com.au

 **Applicant 1**
Name: Signature: Date:

 **Applicant 2**
Name: Signature: Date: