

Tenancy application Form

Email applications to tara.f@h4r.com.au

Address of property that you are applying for in order of Preference

1.
2.
3.

Lease start date...../...../..... Lease term: 6 Months or 12 Months' Rent per week.....

Have you or family visited the property: YES or NO if so when did you.....

I confirm that I have viewed the property and found that the property was in a satisfactory condition and suitable for occupancy YES or NO

I also acknowledge that this rental application I subject to the landlord's approval and I consent to the information within this application being verified and a reference check on TICA being undertaken.

Please read prior to completing your application:

1. The application must be accompanied by relevant supporting documentation
2. Only bank cheque /money order /cash /card payment (Conditions) made payable to: Homes4Rent will be taken as initial payment
3. If you are approved, you will be required to pay Bond (equivalent of 4 weeks rent) and the first 2 weeks rent
4. **You will be required to attend a sign-up appointment within 24 hours of approval to sign lease documentation**

Please note: this form must be submitted in FULL, along with the required supporting documentation (to the value of 100 points) for the list BELOW

<u>Documents accepted for Identification check</u>	<u>Points per Documents</u>
<ul style="list-style-type: none"> • Passport • Birth Certificate 	70 points each
<ul style="list-style-type: none"> • Drivers Licence • Proof of Age card Other photo ID from Government e.g. Pension card, student card	40 points each
Documents on which your name and current address appear <ul style="list-style-type: none"> • 3 Recent payslips and • Bank statements (current statement including savings) • Letter from accounts • Centrelink Statments 	25 points each
<ul style="list-style-type: none"> • Car registration certificate • Rates / Electrical accounts / Gas account / telephone account • Employment contract/ letter of offer • 3 recent rent receipts / Ledger • Medicare card 	25 points each

Application 1 Information

Given Name:.....	Surname:.....
Name and the age of children in the property	
1.....	
2.....	
3.....	
Home/Mobile phone:.....	Work phone:.....
Date of Birth:	Smoker YES or NO
Email address:	
Drivers Licence:	Driver's license State:
Passport number:	Passport Country:
Do you have your own investment property's? YES or NO	Pets Number:

Current address details

Current Address:.....		
City:.....	State:.....	Post code:.....
Please Circle Own or rent	Weekly Rent:	How Long:
Current rental agent/ Private Landlord:		
Phone number:	Email address:	
Reason for leaving:	Pets at the property:	
Was the Bond ever refunded in full. If not reason.....		

Previous address details

Current Address:		
City:	State:	Post code:
Own or rent	Weekly Rent:	How long:
Current rental agent:		
Phone number:	Email address:	
Reason for leaving:	Pets at the property:	
Was the Bond ever refunded in full. If not, why.....		

<u>Current Employment Details</u>	
Occupation Name:	Business Type:
Employment email address:	
Contact Name (payroll/manager):	Contact Number:
Length of employment:	Salary:
Part time or Full Time	Net income \$ wkly/fort/month
Work address.....	
City: State..... Post Code.....	
<u>Self-Employment Details</u>	
Company name:	Business Type:
Business Address.....	
City..... State..... Post Code.....	
Position Held:	ABN:
Accountant Name:	Phone:
Account address.....	
City:..... State..... Post Code.....	
<u>Centrelink Details (if Applicable)</u>	
Pension Type: single Parent	Payment amount:
Pension Type: Family Tax	Payment amount:
<u>Vehicle Details</u>	
Number of Vehicles:	Registration:
State of registration:	Model, Boat:
<u>Pets owned at the property</u>	
Type of animal:	De-sexed YES / NO
Breed:	Registered YES / NO
Male or Female	
Type of animal:	De-sexed YES / NO
Breed:	Registered YES / NO
Male or Female	
Will Pets be kept outside at all times?	YES / NO
<u>Emergency Contact (your application may be delayed if not completed)</u>	
Name of a person not residing with you:	Relationship
Address.....	
City..... Sate..... Post Code.....	
Email address:	Phone number:

Application 2 Information

Given Name.....	Surname.....
Name and the age of children in the property 1..... 2..... 3.....	
Home /Mobile phone.....	Work phone.....
Date of Birth:	Smoker YES or NO
Email address:	
Drivers Licence:	Driver's license State:
Passport number:	Passport Country:
Do you have your own investment property's? YES or NO	Pets Number:

Previous address details

Previous Address.....		
City.....	Sate.....	Post code.....
Please Circle Own or rent	Weekly Rent:	How Long:
Current rental agent Private landlord:		
Phone number:	Email address:	
Reason for leaving:	Pets at the property	
Was the Bond ever refunded in full. If not reason.....		

Previous address details

Previous Address.....		
City.....	Sate.....	Post code.....
Please Circle Own or rent	Weekly Rent:	How long:
Current rental agent:		
Phone number:	Email address:	
Reason for leaving:	Pets at the property	
Was the Bond ever refunded in full if not reason.....		

<u>Current Employment Details</u>	
Occupation Name:	Business Type:
Employment email address:	
Contact Name (payroll/manager):	Contact Number:
Length of employment:	Salary:
Part time or Full Time	Net income \$ wkly/fort/month
Work address.....	
City..... State..... Post Code.....	
<u>Self-Employment Details</u>	
Company name:	Business Type:
Business Address.....	
City..... State..... Post Code.....	
Position Held:	ABN:
Accountant Name:	Phone:
Account address.....	
City..... State..... Post Code.....	
<u>Centrelink Details (if Applicable)</u>	
Pension Type single parent	Payment amount:
Pension Type Family Tax	Payment amount:
<u>Vehicle Details</u>	
Number of Vehicles:	Registration:
State of registration:	Model, Boat or Caravan:
<u>Pets owned at the property</u>	
Type of animal:	De-sexed YES / NO
Breed:	Registered YES / NO
Male or Female	
Type of animal:	De-sexed YES / NO
Breed:	Registered YES / NO
Male or Female	
Will Pets be kept outside at all times? YES / NO	
<u>Emergency Contact (your application may be delayed if not completed)</u>	
Name of a person not residing with you:	Relationship
Address :.....	
City..... State..... Post Code:.....	
Email address:	Phone number:

Personal Reference (not living in the property)		
Reference Name 1	Occupation:	Phone:
Reference name 2	Occupation:	Phone:
Reference name 3	Occupation:	Phone:
Reference name 4	Occupation:	Phone:

Privacy Act Acknowledgment for tenant		
<p>I provide consent for the agency as part of application processing to contact all necessary people (such as referees, other agent's tenancy database) 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</p> <p>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 not limited to tradespeople/contractors, salesperson, 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.</p> <p>A detailed copy of our Privacy Policy can be found at www.h4r.com.au</p>		
Application 1 Name:	Signature:	Date:
Application 2 Name:	Signature:	Date:

Declaration		
Please declare the following by selecting either TRUE or FALSE		
	Application 1	Application 2
I/WE have never been evicted by an Agent / Lessor	TRUE or FALSE	TRUE or FALSE
I/WE have no known reasons they would affect my ability to pay rent	TRUE or FALSE	TRUE or FALSE
I/WE were refunded the rental Bond for my last address in full	TRUE or FALSE	TRUE or FALSE
If false, please advise what deductions were made from your bond		
I/WE have no outstanding debt to another Agent/Lessor	TRUE or FALSE	TRUE or FALSE
If false, why are you in Debt to your past Agent/ Lessor?		
Rent payment options		
Via BPAY from a cheque or savings account		
Direct Debit (Homes4Rent to setup)		
By phone or internet with all major credit cards (credit card surcharge fees apply)		