

# APPLICATION FOR RESIDENTIAL TENANCY



Property Management & Sales

206 Riding Road

HAWTHORNE QLD 4171

Phone 07 3399 2966

Fax 07 3399 8125

Email – [rentals@careing.com.au](mailto:rentals@careing.com.au)

[www.careing.com.au](http://www.careing.com.au)

- ❖ Transfers of Bond are not accepted unless you are currently renting through this office.
- ❖ Once your application has been accepted, you **MUST** pay the first 2 weeks rent within 24 hours. Until the first 2 weeks rent are received by our office the property remains on the market.

Date: ...../...../.....

PROPERTY ADDRESS: .....

Move in Date: .....

1<sup>st</sup> Applicant – Full Name: .....

Date of Birth: ...../...../.....

Phones; Home ..... Work: .....

Mobile: .....

Drivers Lic/Passport No: ..... State/Country: .....

Email: .....

Current Address: .....

2<sup>nd</sup> Applicant – Full Name: .....

Date of Birth: ...../...../.....

Phones; Home ..... Work: .....

Mobile: .....

Drivers Lic/Passport No: ..... State/Country: .....

Email: .....

Current Address: .....

3<sup>rd</sup> Applicant – Full Name: .....

Date of Birth: ...../...../.....

Phones; Home ..... Work: .....

Mobile: .....

Drivers Lic/Passport No: ..... State/Country: .....

Email: .....

Current Address: .....

4<sup>th</sup> Applicant – Full Name: .....

Date of Birth: ...../...../.....

Phones; Home ..... Work: .....

Mobile: .....

Drivers Lic/Passport No: ..... State/Country: .....

Email: .....

Current Address: .....

## FREE Utility Connection Service



Ph: 1300 850 360  
Fax: 1300 661 160

Let On The Move reduce stress and save you time by arranging to connect all of your services on your moving day. Just tick the box below and we will contact you.

- ★ FREE Service
- ★ One Stop Shop
- ★ No Obligation
- ★ Quality Suppliers

**Yes! Please call me**

*I would like On The Move to contact me to arrange my connections  
Please ensure that the electricity mains switch is in the off position  
before we arrange your connections*

**Terms & Conditions** - By ticking this box, you are consenting to On The Move contacting you to arrange your services. On The Move may need to disclose personal information about you to utility companies to arrange your services. On The Move and your Agent do not accept responsibility for any delay or failure to connect / disconnect your services. On The Move and your agent may receive a benefit for arranging your services. We will provide your new telephone number to your agent unless you ask us not to. Standard connection fees and bonds may apply. Please contact On The Move if you have not heard from them within 24 hours. This service has no effect on your rental application.

**FIRST APPLICANT**

Present Address: ..... Phone: .....  
 Period of Occupancy: ..... Reason for Leaving: ..... Rent Paid: .....  
 Name of Agent/Owner: ..... Phone: .....  
 Previous Address: ..... Fax: .....  
 Occupation: ..... Net wkly income \$ .....  
 Employer: ..... Period of Employment: .....  
 Employer's Address: ..... Phone: .....  
 What day of each week/fortnight is your pay-day?: .....

**IF SELF EMPLOYED:-**

Name of Business: ..... ABN: ..... Industry: .....  
 Address: ..... How long Self Employed? .....  
 Name of Accountant: ..... Phone: .....  
 Personal Referees: (Do not Include Relatives)  
 1. Name: ..... Address: .....  
 Relationship: ..... Phone: .....  
 2. Name: ..... Address: .....  
 Relationship: ..... Phone: .....  
**NEXT OF KIN:** ..... Phone: .....

**SECOND APPLICANT**

Present Address: ..... Phone: .....  
 Period of Occupancy: ..... Reason for Leaving: ..... Rent Paid: .....  
 Name of Agent/Owner: ..... Phone: .....  
 Previous Address: ..... Fax: .....  
 Occupation: ..... Net wkly income \$ .....  
 Employer: ..... Period of Employment: .....  
 Employer's Address: ..... Phone: .....  
 What day of each week/fortnight is your pay-day?: .....

**IF SELF EMPLOYED:-**

Name of Business: ..... ABN: ..... Industry: .....  
 Address: ..... How long Self Employed? .....  
 Name of Accountant: ..... Phone: .....  
 Personal Referees: (Do not Include Relatives)  
 1. Name: ..... Address: .....  
 Relationship: ..... Phone: .....  
 2. Name: ..... Address: .....  
 Relationship: ..... Phone: .....  
**NEXT OF KIN:** ..... Phone: .....

**THIRD APPLICANT**

Present Address: ..... Phone: .....  
Period of Occupancy: ..... Reason for Leaving: ..... Rent Paid: .....  
Name of Agent/Owner: ..... Phone: .....  
Previous Address: ..... Fax: .....  
Occupation: ..... Net wkly income \$ .....  
Employer: ..... Period of Employment: .....  
Employer's Address: ..... Phone: .....  
What day of each week/fortnight is your pay-day?: .....

**IF SELF EMPLOYED:-**

Name of Business: ..... ABN: ..... Industry: .....  
Address: ..... How long Self Employed? .....  
Name of Accountant: ..... Phone: .....  
Personal Referees: (Do not Include Relatives)  
1. Name: ..... Address: .....  
Relationship: ..... Phone: .....  
2. Name: ..... Address: .....  
Relationship: ..... Phone: .....  
**NEXT OF KIN:** ..... Phone: .....

**FOURTH APPLICANT**

Present Address: ..... Phone: .....  
Period of Occupancy: ..... Reason for Leaving: ..... Rent Paid: .....  
Name of Agent/Owner: ..... Phone: .....  
Previous Address: ..... Fax: .....  
Occupation: ..... Net wkly income \$ .....  
Employer: ..... Period of Employment: .....  
Employer's Address: ..... Phone: .....  
What day of each week/fortnight is your pay-day?: .....

**IF SELF EMPLOYED:-**

Name of Business: ..... ABN: ..... Industry: .....  
Address: ..... How long Self Employed? .....  
Name of Accountant: ..... Phone: .....  
Personal Referees: (Do not Include Relatives)  
1. Name: ..... Address: .....  
Relationship: ..... Phone: .....  
2. Name: ..... Address: .....  
Relationship: ..... Phone: .....  
**NEXT OF KIN:** ..... Phone: .....

Full Names of all persons who will occupy the Property – (Show ages of Children) – All applicants, other than those named above, must complete a separate Application form if 18 years or over.

Pets – List any pets owner – state breed: .....

Are pets registered with the Council?: Yes/No – Which Council?: .....

Number of Vehicles to be kept at the Premises:	
Rego No: .....	Make: .....
Rego No: .....	Make: .....
Rego No: .....	Make: .....
Rego No: .....	Make: .....

I/we agree to supply any of the following information to assist in the processing of this application and agree that the agent may photocopy any item as part of this application.

	1 <sup>st</sup> Applicant	2 <sup>nd</sup> Applicant	3 <sup>rd</sup> Applicant	4 <sup>th</sup> Applicant
1. Photo ID – Passport, Drivers Licence	Yes / No	Yes / No	Yes / No	Yes / No
2. Minimum of TWO references from previous Lessor/Agent	Yes / No	Yes / No	Yes / No	Yes / No
3. Last 4 rent receipts or copy of tenant's payment ledger	Yes / No	Yes / No	Yes / No	Yes / No
4. Copy of previous accounts eg, Telstra, Energex, etc	Yes / No	Yes / No	Yes / No	Yes / No
5. Current Motor Vehicle Registration Papers	Yes / No	Yes / No	Yes / No	Yes / No

- I/We, the applicant(s) declare that the above information is true and correct and that I/we have supplied it of our own free will and I/we hereby authorise you as the letting agent, to conduct any enquiry/searches, including any tenancy information database in order to verify the above information.
- I/we acknowledge that any false information I/we provide in this application could jeopardise this application and any subsequent tenancy agreement i/we enter into on approval by the lessor/agent.
- I/we acknowledge and accept that if the application is rejected, the agent is not legally obliged to give a reason for the rejection.
- I/we the applicant(s) declare that I/we am/are **not bankrupt** and that the rental is within my/our means.
- I/we have inspected the premises and wish to take a tenancy for a period of ..... Months (must be a minimum of 6 months), from ...../...../.....at a rental of \$ ..... per week. I/we also undertake to pay a Rental Bond of \$ .....

**I/we agree that once my application has been accepted I/we shall pay to the agent the first 2 weeks rent for the property (non re-fundable) within 24 hours of being accepted, as the property is still deemed to be for rent until such time as the first 2 weeks rent are paid.**

Privacy Statement of  
**Carol-Ann's Real Estate Pty Ltd**  
206 Riding Road  
Hawthorne Qld 4171  
Phone – 07 33992966 Fax – 07 33998125

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I/we authorise the agent to obtain personal information from:

- a) The owner or agent of my current or previous residence;
- b) My personal referees and employer(s);
- c) Any record, listing or database of defaults by tenants;

If I default under a rental agreement, the agent may disclose details of any such default to a tenancy database, and to agents/landlords of properties I may apply for in the future.

I am aware that the agent will use and disclose my personal information in order to:

- a) Communicate with the owner and select a tenant;
- b) Prepare lease/tenancy documents;
- c) All organisations/trades people to contact me;
- d) Lodge/claim/transfer from the Residential Tenancies Authority;
- e) Refer to Tribunals/Courts & Statutory Authorities (where applicable);
- f) Refer to collection agents/lawyers (where applicable);

I/we are/am aware that if information is not provided or I/we do not consent to the uses to which personal information is put, the agent cannot provide me with the lease/tenancy of the premises. I/we am/are aware that I/we may access personal information on the contact details given on previous pages.

**NB – If this section of the form is not signed then the application will not be processed.**

**DECLARATION BY:**

**NAME**

**APPLICANT SIGNATURE**

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