

Email: reagan@rocpropertyservices.com.au  
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## RESIDENTIAL APPLICATION FOR TENANCY

Property Address: \_\_\_\_\_

I agree to pay \$ \_\_\_\_\_ per week

Preferred lease commencement date? \_\_\_\_\_ Lease Term? 26 or 52 weeks

How many tenants will occupy? Adults: \_\_\_\_\_ Children: \_\_\_\_\_ Ages of Children: \_\_\_\_\_

Pets / animals: Yes / No Inside / Outside Do you smoke Yes / No Inside / Outside

Type of pet: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Desexed Yes / No

Type of pet: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Desexed Yes / No

MUST LIST ALL PETS

### PERSONAL DETAILS

Full name: \_\_\_\_\_ Contact number : \_\_\_\_\_

Current address: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Email address: \_\_\_\_\_

Drivers Licence number: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Passport number: \_\_\_\_\_ Country: \_\_\_\_\_

### EMPLOYMENT HISTORY OR PENSION DETAILS

Company name: \_\_\_\_\_ Who to contact: \_\_\_\_\_

Contact persons phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Period of employment: \_\_\_\_\_

Type of employment: Fulltime / Part time / Casual Income: \$ \_\_\_\_\_ per week after tax

Pension type: \_\_\_\_\_ Pension number: \_\_\_\_\_ Income \$ \_\_\_\_\_ per week

Any additional income: \_\_\_\_\_

Please provide **previous** employment details:

Company name: \_\_\_\_\_ Contact name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Contact phone number: \_\_\_\_\_

Length of employment: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

### APPLICATION HISTORY

Current address: \_\_\_\_\_

Are you: renting \$ \_\_\_\_\_ per week / Homeowner mortgage per week: \$ \_\_\_\_\_

How long have you lived there: \_\_\_\_\_ Why are you leaving: \_\_\_\_\_

Name Landlord / agent: \_\_\_\_\_ Name to contact: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Previous address: \_\_\_\_\_

Are you: renting \$ \_\_\_\_\_ per week / Home Owner mortgage per week: \$ \_\_\_\_\_

How long have you lived there: \_\_\_\_\_ Why did you leave: \_\_\_\_\_

Name Landlord / agent: \_\_\_\_\_ Name to contact: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

### ADDITIONAL DETAILS

Car model: \_\_\_\_\_ Financed / Owned Age: \_\_\_\_\_ Additional vehicles: Yes / No

Do you own a Caravan: Yes / No | Boat: Yes / No | Trailer: Yes / No | Motorbike: Yes / No

Do you own a lawn mower: Yes / No | Whipper snipper: Yes / No

Do you enjoy gardening: Yes / No

### PERSONAL REFERENCE (NO RELATIVES – CAN'T BE SAME AS EMERGENCY & EMPLOYMENT)

Referee's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Referee's Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency contact name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Additional information / notes you wish to add:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt. I authorise the Agent to obtain personal information from: (a) The owner or the Agent of my current or previous residence (b) My personal referees and employer/s (c) Any record listing or database of defaults by tenants such as TICA for the purpose of checking your tenancy history. I am aware that I may access my personal information by contacting – TICA: 1902 220 346 – If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default 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) allow tradespeople or equivalent organisations to contact me (d) lodge/claim/transfer to/from a Bond Authority (e) refer to Tribunals/Courts & Statutory Authorities (where applicable) (f) refer to collection agents/lawyers (where applicable) (g) complete a credit check with TICA

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.

All applicants over 18 years of age will need to submit an application form and sign each section of the application.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## IDENTIFICATION MUST BE ATTACHED TO APPLICATION

Must have **two** of the following:

- Drivers Licence
- Passport
- Medicare
- Proof of age card

**One** Proof of income:

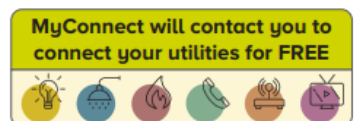
- 3 current pay slips
- A letter from your employer stating income, position and length of employment
- A letter from your accountant if self employed

Must have **two** of the following:

- Bank statement
- Electricity, gas or telephone bill with the applicant's name on it

## FREE UTILITY CONNECTION SERVICE

**myconnect**<sup>®</sup>  
a really smart move



Select your required utilities:

Electricity     Phone     Pay TV  
 Internet     Moving services

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

<b>CURRENT RENTAL REFERENCE</b> (Tenant to fill out top section)	<b>PREVIOUS RENTAL REFERENCE</b> (Tenant to fill out top section)
Address: Period of tenancy: Agent or Landlords details: Phone: Email:	Previous address: Period of tenancy: Agent or Landlord name: Phone number: Email:
<b>CURRENT AGENT TO COMPLETE</b> (Agent or Landlord to complete)	<b>PREVIOUS AGENT TO COMPLETE</b> (Previous Agent or Landlord to complete)
Would you rent to tenants again: YES / NO Rent per week: \$_____per week Period of tenancy: _____ Did tenants pay rent on time: _____ What was the condition of routine inspections: _____ Did they maintain the lawns and gardens: _____ Did the tenants have pets at the property? YES / NO    INSIDE / OUTSIDE WITH PERMISSION / WITHOUT PERMISSION Any damage: _____ Would you like me to call you privately about these tenants: YES / NO Have you issued any termination notices: _____ Have you been to NCAT: YES / NO On a scale 1 to 10, 10 being amazing, what would you rate this tenant? _____ Anything additional you would like to add: _____ _____	Would you rent to tenants again: YES / NO Rent per week: \$_____per week Period of tenancy: _____ Did tenants pay rent on time: _____ What was the condition of routine inspections: _____ Did they maintain the lawns and gardens: _____ What was the outgoing inspection like? _____ Was bond refunded: FULL / PART / NONE Did the tenants have pets at the property? YES / NO    INSIDE / OUTSIDE Would you like me to call you privately about these tenants: YES / NO Did you issue any termination notices: _____ Did you go to NCAT: YES / NO On a scale 1 to 10, 10 being amazing, what would you rate this tenant? _____ Anything additional you would like to add: _____ _____

**Could both current and previous agent please complete section and return with ledger to reagan@rocpropertieservices.com.au**

**Tenant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_