

Residential Tenancy Application



DATE APPLIED

PROPERTY BEING APPLIED FOR

Date of Commencement Required

Term Required: 6 months 12 months (please circle which is applicable)

IMPORTANT – To consider your application, we require you to:

- **FILL IN COMPLETELY AND SIGN THE APPLICATION FORM** with all relevant information and reference details, and all persons wishing to reside clearly indicated. **WE CANNOT PROCESS THIS FORM UNLESS ALL PARTS HAVE BEEN FULLY COMPLETED.**
- Read and sign the **Application Terms & Conditions.**
- **Provide identification to pass our 100 POINT CHECK.**

PROOF OF IDENTIFICATION REQUIRED – 100 POINT CHECK

*We require **each applicant** to provide the following.*

We require identification from all three categories with a total sum of 100 points or more.

APPLICANT ONE	APPLICANT TWO	IDENTIFICATION REQUIRED PER APPLICANT	POINT VALUE
<input type="checkbox"/> 1	<input type="checkbox"/> 1	Current Driver's Licence – With Photo	40 points
<input type="checkbox"/> 1	<input type="checkbox"/> 1	Current Passport	40 points
<input type="checkbox"/> 1	<input type="checkbox"/> 1	Student Card, Proof of Age (With Photo), Firearms License or other photo ID	30 points
<input type="checkbox"/> 1	<input type="checkbox"/> 1	Birth Certificate	30 points
<input type="checkbox"/> 2	<input type="checkbox"/> 2	Current Wage Advice or Pay Slip - Centrelink Current Statement of Payment	20 points
<input type="checkbox"/> 2	<input type="checkbox"/> 2	Medicare Card or Health Care Card	20 points
<input type="checkbox"/> 2	<input type="checkbox"/> 2	Previous Tenancy Reference/ Previous Rental Payment History	20 points
<input type="checkbox"/> 3	<input type="checkbox"/> 3	Credit Card (With Name)	20 points
<input type="checkbox"/> 3	<input type="checkbox"/> 3	Latest Electricity Account or Landline Phone Account (With Address)	10 points
<input type="checkbox"/> 3	<input type="checkbox"/> 3	Current Vehicle Registration	10 points
<input type="checkbox"/> 3	<input type="checkbox"/> 3	Current Bank Statement	10 points

PROCESSING AND APPLICATION ACCEPTANCE/NON ACCEPTANCE

PLEASE READ CAREFULLY

- Your application will be processed with the information provided and submitted to the landlord for their acceptance or non-acceptance for tenancy. This is always a landlord decision.
- **IMPORTANT – We are unable to give any reason for non-acceptance, if your application is not approved for tenancy.**
- **If your application not approved, you will be informed by SMS.**

AGENT DETAILS

Mannum Estates
 93 Randell Street, Mannum SA 5238
 ABN 55 602 577 275

RLA 264895
 Email: reception@mannumestates.com.au
 Ph. (08) 8569 2635

APPLICANT ONE

FULL NAME

Date of Birth

Your Current Phone Number

Mobile

Email

Drivers License Number

Car Registration Number

CURRENT EMPLOYMENT

Occupation

Name of Employer

Address

Suburb State.....P/C

Phone Number

Supervisor/Manager

Length of Service Years Months

Current Pay After Tax \$

Frequency: Week Fortnight Month

If self employed:

Name of Accountant:

Phone Number:

If current employment is less than 2 years:

Previous Employer:.....

Phone Number.....

Address

Suburb State.....P/C

Supervisor/Manager

Length of Service Years Months

If not currently employed

Income Source:

(e.g. Centrelink, Pension, Other)

Payment Type:

CRN:

Amount: \$ per week/fortnight

If student, College/Tafe/University:.....

Emergency Contact (Someone not residing with you)

Name

Address

Suburb State.....P/C

Phone No.

Relationship to Applicant

RENTAL HISTORY

Current Address.....

Suburb **State**.....**P/C**

Name of Landlord/Agent

Landlord/Agent Address

Suburb State.....P/C

Landlord/Agent Phone Number

Rent amount per week?

Length of time at current address:.....Years.....Months

Current lease expires: or periodic?

Reason for leaving?.....

.....

Previous Address

Name of Landlord/Agent

Landlord/Agent Address

Suburb State.....P/C

Landlord/Agent Phone Number

Length of time at current address:.....Years.....Months

Reason for leaving?.....

.....

If you owned your property, indicate above & provide agent details.

REFERENCES

Please ensure that your references can be contacted during business hours.

Reference One (Former Landlords/Real Estate Agents)

Full Name

Address

Phone Number

Relationship with Referee

Reference Two (Previous Landlord/Business Reference)

Full Name

Address

Phone Number

Relationship with Referee

Reference Three (Personal Reference – Not A Relative)

Full Name

Address

Phone Number

Relationship with Referee

Reference Four (Personal Reference)

Full Name

Address

Phone Number

Relationship with Referee

APPLICANT TWO

FULL NAME

Date of Birth

Your Current Phone Number

Mobile

Email

Drivers License Number

Car Registration Number

CURRENT EMPLOYMENT

Occupation

Name of Employer

Address

Suburb State.....P/C

Phone Number

Supervisor/Manager

Length of Service Years Months

Current Pay After Tax \$

Frequency: Week Fortnight Month

If self employed:

Name of Accountant:

Phone Number:

If current employment is less than 2 years:

Previous Employer:.....

Phone Number.....

Address

Suburb State.....P/C

Supervisor/Manager

Length of Service Years Months

If not currently employed

Income Source:
(e.g. Centrelink, Pension, Other)

Payment Type:

CRN:

Amount: \$ per week/fortnight

If student, College/Tafe/University:.....

Emergency Contact (Someone not residing with you)

Name.....

Address

Suburb State.....P/C

Phone No.

Relationship to Applicant

RENTAL HISTORY

Current Address.....

Suburb **State**.....**P/C**

Name of Landlord/Agent

Landlord/Agent Address

Suburb State.....P/C

Landlord/Agent Phone Number

Rent amount per week?

Length of time at current address:..... Years.....Months

Current lease expires: or periodic?

Reason for leaving?.....

Previous Address

Name of Landlord/Agent

Landlord/Agent Address

Suburb State.....P/C

Landlord/Agent Phone Number

Length of time at current address:..... Years.....Months

Reason for leaving?.....

If you owned your property, indicate above & provide agent details.

REFERENCES

Please ensure that your references can be contacted during business hours.

Reference One (Former Landlords/Real Estate Agents)

Full Name

Address

Phone Number

Relationship with Referee

Reference Two (Previous Landlord/Business Reference)

Full Name

Address

Phone Number

Relationship with Referee

Reference Three (Personal Reference – Not A Relative)

Full Name

Address

Phone Number

Relationship with Referee

Reference Four (Personal Reference)

Full Name

Address

Phone Number

Relationship with Referee

PETS

Do you have or propose to have animals, birds, reptiles? Yes / No

Breed/Type Age

Breed/Type Age

Further Detail (if applicable)

.....

.....

VEHICLES AT PREMISES

Registration, make, model of all vehicles permanently kept at the premises.

Vehicle 1

Vehicle 2

OTHER OCCUPANTS

(Full details of all persons who will reside at the property)

Note: All persons over 18 years must complete a separate Application.

Name Age

Name Age

Name Age

Name Age

Name Age

For Statistical Purposes only:

Please indicate where you saw this Property Advertised

Window Display

Website

Signboard

Office

GOVERNMENT ASSISTANCE FOR BOND & RENT

Will you be receiving government assistance for the Rent? YES / NO

Will you be receiving government assistance for the Bond? YES / NO

Bond Guarantees provided by the South Australian Housing Trust must be supplied at signing of agreement.

Important Information for Applicants

Water charges including usage & quarterly supply charge may be applicable to the property you are applying for. **Please check with the property manager to find out if to know relevant charges**

The applicant/s understands that should your application be accepted, **you will be asked to pay the bond/first 2 weeks rent and sign the lease as soon as possible.**

The agent will accept rent payments in the follow form/forms: Cash, Bank Cheque, Cheque, EFT (Electronic Funds Transfer) with reference number, Money Order

It is a tenant responsibility to arrange connection of electricity, telephone to the property, once the application is approved. However we are also able to assist you in this regard – please let us know.

If the property has gas appliances it is the tenants responsibility to pay and arrange for the bottled gas.

In making this Application the applicant/s acknowledge that the landlord and/or Agent do not represent or guarantee that a telephone line or television aerial is connected to the premises, even if one or more telephone/aerial outlet plug/s is located in the premises.

UTILITY CONNECTIONS:



www.myconnect.com.au
enquiry@myconnect.com.au

FX: 1300 854 479
PH: 1300 854 478

Please tick the utilities required: (We will contact you by phone within 24 hours to confirm your choices)

Electricity

Gas

Telephone

Internet

Pay TV

AGL Energy Australia
 Origin Other: _____

AGL Energy Australia
 Origin Other: _____

Telstra TPG
 Optus iinet

Telstra TPG
 Optus iinet

New Property Address: _____

Move in Date: _____

Connection Date: _____

This is a FREE service that connects all your utilities

Tick here to opt out

Terms & Conditions

1. APPLICATION

The Applicant applies to the Agent to let the Property in accordance with the Terms & Conditions of this Application.

2. APPLICANT'S OBLIGATIONS

2.1 The Applicant warrants that:

- 2.1.1 It has the legal capacity to enter into the formal Residential Tenancy Agreement which was made available.
- 2.1.2 All information provided to the Agent in relation to this Application is true & correct and the Applicant undertakes to promptly advise the Agent of any change to that information.

2.2 The Applicant acknowledges that:

- 2.2.1 It must sign a Residential Tenancy Agreement as soon as reasonably practicable following acceptance of this Application by the Landlord;
- 2.2.2 It is not entitled to take possession of the Property until the Residential Tenancy Agreement is signed by the Applicant and returned to the Agent.
- 2.2.3 It agrees to pay the Rent during the Term in accordance with the Residential Tenancy Agreement
- 2.2.4 It must provide the Bond plus an amount equal to two (2) weeks rent in cash or by bank cheque before taking possession of the Property.

3. AUTHORITY

3.1 The Applicant authorises the Agent

- 3.1.1 To make all necessary enquiries to verify the information provided by the Applicant in this Application
- 3.1.2 To provide information related to the Applicant's tenancy of the Property to any Registered Agent who is authorised by the Applicant to enquire about that matter

3.2 The Applicant authorises their current employer, previous employer (if applicable) accountant (if applicable), current landlord/agent (if applicable), previous landlord/agent (if applicable), and referees as set out in this Application to disclose details of its tenancy, employment and/or character to the Agent for the purpose of processing this Application.

4. INCONSISTANCY

Subject to clauses 2.2.2 and 2.2.4 of this Application, if there is any inconsistency between the terms of this Application and the residential Tenancy Agreement the terms of the Residential Tenancy Agreement prevail.

5. PRIVACY ACT 1988

- 5.1 The personal information the Applicant provides in this Application or collected from other sources is necessary for the Agent to verify the Applicants identity to process and evaluate the Application and to manage the tenancy. Personal information collected about this Applicant in this Application and during the course of the tenancy (if this Application is approved) may be disclosed for the purpose for which it was collected to other parties including the Landlord, referees, other agents and third party operators of residential tenancy databases.
- 5.2 Information already held on residential tenancy databases may also be disclosed to the Agent and/or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, this fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord, third party operators of residential tenancy databases and/or other agents.

If you would like to contact us or access this information, you can do so by contacting us at our office at 93 Randell Street, Mannum, by Telephone on 08 8569 2436, Facimile or via e-mail at mannumestates@gmail.com

The agent does not currently use a residential tenancy database/s to check the applicants tenancy history

FURTHERMORE

- None of the applicants is a bankrupt or an undischarged bankrupt and not paying off any previous rental debts.
- That only those on the application will reside permanently at the premises.
- That Mannum Estates have a Zero Tolerance Rent Arrears Policy.
- This application is accepted subject to the property being available on the due date and no action shall be taken by the applicant against the Landlord or the Agent should any circumstances arise whereby the property is not available for occupation on the due date.

**I HEREBY AUTHORISE THE AGENT TO
PROCESS MY APPLICATION FOR RENTAL PURPOSES.**

APPLICANT ONE:

FULL NAME OF APPLICANT:.....

SIGNATURE Date

APPLICANT TWO:

FULL NAME OF APPLICANT:.....

SIGNATURE Date