



Employment Details - NB: Weekly rent represents \_\_\_\_\_ % of your total income.

If you are employed are you Full Time  Part Time  Casual  Contract

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email \_\_\_\_\_ Ph Number: \_\_\_\_\_

How long have you worked there: \_\_\_\_\_ Nett Weekly Income (excl. over time): \$ \_\_\_\_\_

If employed less than 6 months please provide previous employer: \_\_\_\_\_

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

Length of employment: \_\_\_\_\_ Position held: \_\_\_\_\_

If you are self-employed

Registered name of business: \_\_\_\_\_ ABN: \_\_\_\_\_

Address: \_\_\_\_\_ Type of business: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Personal Nett Income p/week: \$ \_\_\_\_\_

Name of Accountant: \_\_\_\_\_ Phone number: \_\_\_\_\_

Length of time in business: \_\_\_\_\_ List one major creditor: \_\_\_\_\_

If you are a student are you  Full Time  Part Time

Are you an overseas student  Yes  No If yes visa expiry date is : \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of learning institution: \_\_\_\_\_ Department: \_\_\_\_\_

Student union number: \_\_\_\_\_ Student ID number: \_\_\_\_\_

Income Source: \_\_\_\_\_ Contact: \_\_\_\_\_ Nett Wkly income: \_\_\_\_\_

If you receive a Centrelink payment total amount received weekly (total payments): \$ \_\_\_\_\_

Type Of Payment: \_\_\_\_\_ CRN Number: \_\_\_\_\_ Copy Of Card

Your Rental History

Current Agent/Landlord: \_\_\_\_\_ Email: \_\_\_\_\_

Address of rented property: \_\_\_\_\_ Date vacated: \_\_\_\_/\_\_\_\_/\_\_\_\_

Rent per week: \$ \_\_\_\_\_ Period of tenancy: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

Was the bond refunded in full  Yes  No If no why: \_\_\_\_\_

Previous Agent/Landlord: \_\_\_\_\_ Ph: \_\_\_\_\_

Address of rented property: \_\_\_\_\_ Date vacated: \_\_\_\_/\_\_\_\_/\_\_\_\_

Rent per week: \$ \_\_\_\_\_ Period of tenancy: \_\_\_\_\_ Agents Email: \_\_\_\_\_

Was the bond refunded in full  Yes  No If no why: \_\_\_\_\_

Emergency Contact (not residing with you)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

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

References

Please complete all 5 references requested below, please do not use the same contact twice and do not use the same person as your emergency contact. Your 5 references should include, parent or guardian, family members not living with you, personal friends (must be Australian residents) and if self-employed at least one established trade or business reference.

1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Known for: \_\_\_\_\_ years/months

Hm Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Relationship: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Known for: \_\_\_\_\_ years/months

Hm Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Relationship: \_\_\_\_\_

3. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Known for: \_\_\_\_\_ years/months

Hm Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Relationship: \_\_\_\_\_

4. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Known for: \_\_\_\_\_ years/months

Hm Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Relationship: \_\_\_\_\_

5. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Known for: \_\_\_\_\_ years/months

Hm Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Relationship: \_\_\_\_\_

Will dependents reside at the property?  Yes  No If yes how many: \_\_\_\_\_ please list their names and ages: \_\_\_\_\_

Will there be any other persons living at the property?  Yes  No

If yes who: \_\_\_\_\_

Have they completed at Tenancy Application Form?  Yes  No

If no why? \_\_\_\_\_

Do you have any pets?  Yes  No - If yes how many and what type: \_\_\_\_\_

Do you intend to have pets residing at the property please complete a separate **'Pet Application'** form and attach herewith.

Do you own a lawnmower?  Yes  No If no how do you intend to care for the lawns? \_\_\_\_\_

**Do you require approval for a storage container(shipping container), caravan etc to be stored at the property YES/NO**

# Disclaimer / Authority

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and /or conducting any enquiries and/ or searches with regard to the information and references supplied in this application. I am also aware that copies of the 100 points ID will be kept on file with this application.

I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and have read and understand the contents of this agreement and have the competence and capacity to enter into this agreement. I further declare that I have inspected the property located at \_\_\_\_\_.

1. I have, of my own accord, decided that I wish to rent the aforementioned property commencing \_\_\_\_/\_\_\_\_/\_\_\_\_ for a period of \_\_\_\_\_ months.
2. I have been informed, understand and agree that the rental for the said property is to be \$\_\_\_\_\_ per week and is within my means.
3. (i) I have been informed, understand and agree that the rental for the said property is to be paid **Weekly or Fortnightly** and is to be paid before the due date **at all times**.  
(ii) I have been informed, understand and agree that the lessor/agent will carry out an inspection on the property on a **3 monthly basis** and I further warrant that I will cooperate fully to allow this inspection to be carried out.
4. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed Tenancy Application submitted by me. I further consent to the agent carrying out any enquiries necessary to process my application for tenancy.
5. I have been informed, understand and agree that should the landlord be put to any expense or expend any moneys during the currency of the Tenancy Agreement or at the expiration of the Tenancy Agreement as a consequence of a breach by me in the performance and observance of my obligations under the Tenancy Agreement (including but not limited to : evictions, payment of rent, maintenance of the premises, making good any damage to the premises), that all and any such moneys expended by the landlord shall be recoverable from me and payable by me, including, but not limited to, legal fees, mercantile agents fees, accountants fees, etc..I further consent to the agent disclosing all personal information that they may hold for the purpose of:
  - listing my name with a database as a result of a tribunal order
  - enforcing a tribunal order
  - Commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and/or damage that occurred or occurs during my period of tenancy.

**\* Please initial clauses 5 & 6**

6. I have been informed and understand that this property may be covered by the Barclay MIS Protect & Collect Plan and in this case, I further consent to the agent supplying my personal information to Barclay MIS Protect & Collect Pty Ltd.
7. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obliged to disclose why or supply any reason for the rejection of this application unless the application is declined as a result of my name being listed with a tenancy data base.
8. I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any Tenancy Data Base/s that they use, subject to the Tenancy Data Base/s complying with the provisions of the Privacy Act. Furthermore I have read, understand and accept the agents Privacy Statement.
9. I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base/s they use and that the agent will supply these contacts should I request them.

**\* Have you initialled clauses 5 & 6?**

Applicants Full Name: \_\_\_\_\_

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

\*\*\*Page 5 is only if a Company or Business will be renting the property.

