



New Farm – 477 Brunswick Street, New Farm, QLD, 4005
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Website: www.remax.com.au/fortitudevalley

Clayfield – 699 Sandgate Road, Clayfield, QLD, 4011
Ph: (07) 3262 2299 Fax (07) 3262 8899 Email: remaxintegrityqld1@remax.com.au
Website: www.remax.com.au/clayfield

Ascot – 160 Racecourse Road, Ascot, QLD, 4007
Ph: (07) 3868 1888 Fax: (07) 3268 4599 Email: remaxintegrityqld3@remax.com.au
Website: www.remax.com.au/ascot

APPLICATION FOR TENANCY

PROPERTY BEING APPLIED FOR:

When do you wish to commence tenancy? _____

How long a lease do you require, 6 or 12 months+? _____

TENANCY APPLICATION INFORMATION

Applications will not be processed unless all information is supplied and the application is fully completed and signed.

IMPORTANT! We are unable to accept your application until we have provided you with a copy of the General Tenancy Agreement including all standard terms and any special terms applicable. Please contact our office on 3252 2222 or integrityqld-pm2@remax.com.au for a copy of the General Tenancy Agreement prior to submitting your application and state the address of the property you wish to apply for.

Each applicant must complete a separate application.

The property will not be deemed to be let to you until the application has been approved and the first week's rent has been paid to our office in cleared funds (i.e. holding deposit)

Upon submission of a fully completed application form, the required processing time will be a minimum of 24-48 hours.

If your application is not accepted the agent is not required or obligated to disclose why or supply any reason for the rejection of the application unless the application is declined as a result of your name being listed with a tenancy database.

REQUIRED SUPPORTING DOCUMENTATION

You will be required to submit supporting documentation with your application. Your application will not be processed unless all required documents are given.

*** You will need 100 POINTS of ID**

- Drivers Licence = 40 -Passport = 60 -Medicare Card = 40 -Other Photo ID = 20
- Motor Vehicle Rego = 20 -Bank Statement = 20

As Well As;

- * Current payslips or letter of employment/Bank Statement
- * Rental history or written character reference – not by a family member or friend
- * Any government payments if applicable, i.e. family assistance

PAYMENT OF RENT & BOND

*Upon Approval of your application we require 2 weeks rent which is NON-REFUNDABLE should you decide NOT to proceed - 4 weeks bond MUST be paid prior to lease signing.

* Payment is to be in clear funds, i.e. money order or bank cheque ONLY. This is a **NO CASH** office.

* **NO BOND TRANSFERS!**

Application for Tenancy

(to be completed by all adult applicants and unaccompanied minors)

Item Schedule

PREMISES DETAILS	Address: Lease Commencement Date: Lease Term: Years, Months. Rent: per: week / fortnight / month Bond: Total amount payable on signing of tenancy agreement:
APPLICANT'S DETAILS	Name: Phone (H): Email: Phone (W): Date of Birth: Car Registration No.: Mobile: Car make / Model Licence Number
APPLICANT'S HISTORY	Current Address: Situation: Renting / Owned / Other Other Situation: Period of Occupancy/Tenancy: Landlord/Agent Details of this Premises (if applicable): Name: Fax Phone: Rent: Payment Period: Weekly / Fortnightly / Monthly Reason For Leaving: Previous Address (if applicable): Situation: Renting / Owned / Other Other Situation: Period of Occupancy/Tenancy: Landlord/Agent Details of this Premises (if applicable): Name: Fax: Phone: Rent: Payment Period: Weekly / Fortnightly / Monthly Reason For Leaving: Have you ever been evicted from a premises? YES / NO Are you currently in debt to any landlord or agent? YES / NO
APPLICANT'S EMPLOYMENT <i>(NOTE: If either occupation is self employment please provide a statement of income from your accountant or tax returns)</i>	Current Occupation: Employer/Business Name & ACN/Centrelink Details: ↓ Employment Type: Duration: Contact: Phone: Weekly Income After Tax: Address: Previous Occupation: Employer/Business Name & ACN/Centrelink Details: ↓ Employment Type: Duration: Contact: Phone: Weekly Income After Tax: Address: Student at: Course Name: Duration:

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APPLICANT'S EMPLOYMENT	Current Occupation: Employer/Business Name & ACN/Centrelink Details: ↓ Employment Type: Duration: Contact: Phone: Weekly Income After Tax: Address: Previous Occupation: Employer/Business Name & ACN/Centrelink Details: ↓ Employment Type: Duration: Contact: Phone: Weekly Income After Tax: Address: Student at: Course Name: Duration:

(NOTE: If either occupation is self employment please provide a statement of income from your accountant or tax returns)

OCCUPANTS	Number of Adults: Number of Dependants: Full name/s of adult/s and unaccompanied minor/s to reside on the Premises: 1. 3. 2. 4.
REFEREES <i>(All Referees should not be related to you)</i>	Business Referee 1: Business Referee 2: Phone: Phone: Relationship: Relationship: Personal Referee 1: Personal Referee 2: Phone: Phone: Relationship: Relationship:
EMERGENCY CONTACT	Next of Kin & Relationship : Phone (H): Address: Phone (W): Mobile: Other: Phone (H): Address: Phone (W): Mobile: Note: This information is required in case we need to contact you as a matter of urgency arising from your tenancy and your normal contact details are not responding.
PETS	Type/Breed: Number: Type/Breed: Number:
USE OF PREMISES	Will the Premises be used for business purposes? YES / NO
SIGNATURES	Applicant's Signature: Applicant's Signature: Date: Date:

Terms of Application

1. Declaration

The Applicant declares:

- (1) that all the above details are true and correct.
- (2) that the Agent is authorised to cross reference relevant detail against the listed references and check through any reference check organisation that the agent may be affiliated with,
- (3) not to be bankrupt or insolvent

2. Applicant Agrees

The Applicant agrees that:

- (1) on acceptance of this application by the Landlord being notified to the Applicant, verbally or in writing, the Applicant will rent the Premises from the Landlord under a Tenancy Agreement drawn up by the Agent and, upon the signing of the Tenancy agreement, pay the Bond and Rent amounts by a method acceptable to the Agent. Such payments to be Cleared Funds prior to occupancy.
- (2) the Applicant will sign the Tenancy Application forthwith upon presentation of the same by the Agent.
- (3) this Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties.
- (4) the Applicant understands that the Agent/Landlord is not required to give an explanation to the Applicant for any application not approved.

On the signing of this Tenancy Application the Applicant may be required to pay a holding deposit:

- (1) if the Tenancy Agreement is entered into the holding deposit must be applied in payment in whole or in part of the Rental Bond and Rent.
- (2) if the Applicant's application is accepted and the Applicant does not enter into the Agreement the holding deposit will be forfeited to the Landlord.
- (3) if the Tenancy Application is not accepted the holding deposit will be refunded.

3. Privacy Statement

I have been informed, understand and agree that should there be requirement to commence proceedings for recovery of rent, repairs or damage to the aforesaid property, all costs of recovery with these proceedings shall be able to recover by me.
 I further consent to the agent disclosing all personal information that they may hold for the purpose of (a) listing my name with a tenancy database as a results of tribunal order or multiple breach notices, (b) enforcing a tribunal order, (c) 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.

APPLICATION FOR TENANCY DISCLAIMER / AUTHORITY

I / we, the said applicant / s, do hereby authorize RE/MAX Integrity to contact and / or conduct any inquiries or searches with regard to the information and references supplied in this application.

PLEASE COMPLETE THE APPLICATION FORM IN FULL. APPLICATIONS WILL NOT BE PROCESSED UNLESS COMPLETED IN FULL AND ALL REQUIRED DOCUMENTATION SUPPLIED.

I / We have inspected the property located at:

1. I / we are satisfied with the presentation and condition of the property.
2. I / we have been informed, understand and agree that should this application not be accepted, RE/MAX Integrity is not required or obligated under legislation to supply a reason as to why.
3. It is hereby understood that if the first 2 weeks rent is requested and obtained upon approval of an application and obtained prior to the commencement of the Lease, it will be forfeited if the applicant wishes to withdraw the application for any reason.
4. Upon commencement of lease the tenant must pay 4 weeks bond and 2 weeks rent in advance.
5. Bond must be paid in cash or bank cheque only.

PRIVACY ACT ACKNOWLEDGEMENT

I / we further authorise RE/MAX Integrity to carry out the necessary reference checks through T.I.C.A (Tenancy Information Centre of Australia) and R P Data to confirm previous rental history and understand that should I / we default throughout our tenancy I / we will be registered with T.I.C.A and R P Data.

In accordance, I / we authorise you to give information to and obtain information from all credit providers and references named in this application. I understand this can include information about my credit worthiness, credit standing, credit history or credit capacity. I / we understand this information may be used to assess my application.

Applicants name: _____ Signature: _____

Applicants name: _____ Signature: _____

Date: _____