

APPLICATION FOR RESIDENTIAL TENANCY

AGENT FOR LESSOR:	Property Shop Port Douglas Pty/Ltd 48 Macrossan Street Port Douglas
PROPERTY ADDRESS:	

- I/We acknowledge that we received from the lessor or his agent **Forms 17A and 18A** before signing this application.
- I/We acknowledge that both the lessor and I/We as tenant/s **are bound by this application** immediately on communication of the lessor's or his agents acceptance of it.
- I/We agree to **supply the following information** to assist in the processing of this application and agree that the agent may photocopy any item and retain as part of this application.

Applicant Details	First Applicant	Second Applicant
Full Name		
Drivers Licence Number		
Date of Birth		
Home Phone		
Work Phone		
Mobile Phone		
Email Address		

All applicants will need to provide:

1. Photo identification - Passport or Drivers Licence
2. Minimum of TWO references from previous lessor or agent
3. Last FOUR rent receipts or copy of tenant's payment ledger
4. Copy of previous accounts e.g. Telstra, Energex, Gas etc.
5. Current Motor Vehicle Registration papers.

Full Names of all other persons who will occupy the Property - (show ages of all children)
 All **Applicants**, other than those named as Applicants 1 & 2 above, must complete a separate Application form.

	Full Name	Relationship	Date Of Birth
Other Person 1:			
Other Person 2:			
Other Person 3:			
Other Person 4:			
Other Person 5:			

Pets
 List any Pets owned (State breed):
 Are the pets registered with the Council? If Yes - Which Council:

First Applicant	
Present Address:	Rent paid \$
Reason for leaving:	Period of occupancy:
Name of Agent or owner:	
Address:	Phone:
Previous Address:	
Employment Details	
Occupation:	Net weekly income \$
Period with current employer:	
Name Of Employer:	Phone:
Address Of Employer:	
What day of each week/fortnight is your pay-day:	
If self-employed	
Name of business:	Industry:
A.C.N.:	
Address:	How long self-employed?
Name of Accountant:	Phone:
Personal Referees (Do not include Relatives)	
(1) Name:	Phone:
Address:	
(2) Name:	Phone:
Address:	
Name of Relatives or other persons to contact (in case of emergency)	
(1) Name:	Relationship:
Address:	Phone:
(2) Name:	Relationship:
Address:	Phone:

Second Applicant	
Present Address:	Rent paid \$
Reason for leaving:	Period of occupancy:
Name of Agent or owner:	
Address:	Phone:
Previous Address:	
Employment Details	
Occupation:	Net weekly income \$
Period with current employer:	
Name Of Employer:	Phone:
Address Of Employer:	
What day of each week/fortnight is your pay-day:	
If self-employed	
Name of business: A.C.N.:	Industry:

Address:	How long self-employed?
Name of Accountant:	Phone:
Personal Referees (Do not include Relatives)	
(1) Name:	Phone:
Address:	
(2) Name:	Phone:
Address:	
Name of Relatives or other persons to contact (in case of emergency)	
(1) Name:	Relationship:
Address:	Phone:
(2) Name:	Relationship:
Address:	Phone:

Compliance	Applicant 1	Applicant 2
Have you ever been evicted by any lessor or agent?		
Has any lessor or agent ever refused you another property?		
Are you in debt to another lessor or agent?		
Is there any reason known to you that would affect your rent payment?		
Was your rental bond at your last address refunded in full?		
If NO - What deductions were made?		
Rent Arrears:	\$	\$
Repairs:	\$	\$
Cleaning:	\$	\$

All vehicles to be kept at premises	Vehicle 1	Vehicle 2	Vehicle 3
Registration Number			
Make And Model			
Is Car Owned, Hire Purchase or Company			

1. I/We, the Applicant(s) declare that **the above information is true and correct** and that I/We have supplied it of our own freewill AND I/We hereby authorise you as the letting agent, to conduct any enquiries, and/or searches, including any tenancy information databases in order to verify the above information.
2. 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 or agent.
3. I/We acknowledge and accept that if this application is rejected, **the agent is not legally obliged to give reasons** for the rejection.
4. I/We the Applicant/s declare that I/We am/**are not bankrupt** and that the rental is within my/our means.
5. I/We have **inspected the premises and wish to take a tenancy** for a period of from / / at a rental of \$..... per week. I/We also undertake to pay a Rental Bond of \$..... when I/we sign the Tenancy Agreement.

First Applicant Signature:

Date: / /

In the presence of (signature):

Second Applicant Signature:

Date: / /

In the presence of (signature):

OFFICE USE ONLY:	Yes/No	Who	Date
Personal References Checked:			/ /
Tenancy Database Checked:			/ /
Previous Agent/Lessor Checked:			/ /
Previous Agent/Lessor Checked:			/ /
Employment Checked:			/ /
Lessor Notified - APPROVED:			/ /
Applicants Notified:			/ /
How Applicants Notified:			Time:
Property Managers Signature:			/ /