

Residential Application Form



JACKSONBELL
Property – Investment – Assets

For your application to be processed you must answer all questions (Including the reverse side)

A. Agent Details

Jackson Bell

P: (02) 4936 4333
E: rentals@jacksonbellproperty.com.au
www.jacksonbellproperty.com.au

B. Property Details

1. What is the address of the property you would like to rent?

Postcode _____

2. Lease commencement date?

_____ Day _____ Month _____ Year

3. Lease Term?

_____ Years _____ Months

4. How many tenants will occupy the property?

_____ Adults _____ Children _____ Ages of Children

C. Payment Details

Property Rental

\$ _____ per week

First payment of rent in advance \$ _____

Rental Bond (4 weeks rent): \$ _____

Sub Total \$ _____

Less: Holding deposit (see below) \$ _____

Amount payable on signing tenancy agreement

(Direct Deposit or Money Order ONLY) \$ _____

D. Personal Details

5. Please give us your details

Mr Ms Miss Mrs Other

Surname _____ Given Name/s _____

Date of Birth _____

Driver's licence number _____

Driver's licence expiry date _____

Driver's licence state _____

Passport no. _____

Passport country _____

Pension no. (if applicable) _____

Pension type (if applicable) _____

6. Please provide your contact details

Home phone no. _____

Mobile phone no. _____

Work phone no. _____

Fax no. _____

Email address _____

7. What is your current address

Postcode _____

E. Applicant History

8. How long have you lived at your current address?

_____ Years _____ Months

9. Why are you leaving this address?

10. Landlord/Agent details of this property (if applicable)

Name of landlord or agent _____

Landlord/agent's phone no. _____

Weekly Rent Paid _____

Email _____

11. What was your previous residential address?

Postcode: _____

12. How long did you live at this address

_____ Years _____ Months

13. Landlord/Agent details of this property (if applicable)

Name of landlord or agent _____

Landlord/agent's phone no. _____

Weekly Rent Paid _____

Email _____

Was bond refunded in full? _____

If not why not? _____

F. Employment History

14. Please provide your employment details

What is your occupation?

What is the nature of your employment? (FULL TIME/PART TIME/CASUAL)

Employer's name (inc. accountant if self employed or institution if student)

Employer's address

Postcode:

Contact name

Phone no.

Length of employment

Net Income

_____ Years _____ Months \$ _____

15. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

Net Income

_____ Years _____ Months \$ _____

G. Contacts / References

16. Please provide a contact in case of emergency

Surname

Given Name/s

Relationship to you

Phone no.

17. Please provide 2 personal references (not related to you)

1. Surname

Given Name/s

Relationship to you

Phone no.

2. Surname

Given Name/s

Relationship to you

Phone no.

H. Supporting Documents

2 x forms of identification

- License - Medicare Card - Passport - Bank Card

Proof of income e.g.

- Pay Slips - Centerlink Statements

Bank Statement

- Last months worth

Proof of Current Address e.g.

- Electricity Bill - Phone/Internet Bill
- Water Rates - Council Rates

I. Other Information

18. Car Registration

19. Please provide details of any pets

Breed/type

Council registration/number

1.

2.

J. Holding Fee

The holding fee can only be accepted after the application for tenancy is approved.

The holding fee (not exceeding 1 week's rent) of..... keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement).

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

(i) The application for tenancy has been approved by the landlord; and

(ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement;

and

(iii) If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee;

and

(iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.

(v) The whole of the fee will be refunded to the prospective tenant if

(a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period

(b) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

K. 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 NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

• NTD: 1300 563 826 • TICA: 1902 220 346 • TRA: (02) 9363 9244

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 NTO (National Tenancies Database)

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.

NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue, digital or cable television (and the adequacy of such services); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely upon their own enquiries.

I have physically inspected the property, or had a representative inspect the property on my behalf.

I/we fully accept the condition of the property as presented, and make no claim or comment or request to have any additional maintenance or work carried out to the property, unless required to comply with relevant legislation or regulation.

Signature

Date