

# Rental Application Form

**Every section must be completed, if NOT the application will not be processed.**

## 1. APPLICATION TERMS

1. The applicant applies to the agent to let the property in accordance with the terms of this Application, and in consideration of the Landlord accepting the application agrees to the following acknowledgements and undertakings.

## 2.0 APPLICANT'S ACKNOWLEDGEMENTS

### 2.1 Legal capacity

The Applicant has the legal capacity to enter into the formal residential tenancy agreement ("Residential Tenancy Agreement") which was made available to the Applicant by the Agent for inspection.

2.2 Application is binding on acceptance immediately upon the Agent advising the Applicant by telephone or otherwise that the Landlord accepts this Application, the Applicant agrees that a binding Tenancy Agreement is created in accordance with the terms of:

2.2.1 this application; and

2.2.2 the Residential Tenancy Agreement

### 2.3 Application to pay the Security Bond

The applicant must provide the Security Bond plus an amount equal to two weeks rent by bank cheque before taking possession of the Property.

2.3.1 Two weeks rent paid as part of security bond is nonrefundable once paid.

### 2.4 Sign Residential Tenancy Agreement

The Applicant must sign the Residential Tenancy Agreement as soon as reasonably possible after this Application is accepted by the Landlord.

### 2.5 Entitlement to possession

The Applicant is not entitled to take possession of the Property until the Residential Tenancy Agreement is signed by the applicant and returned to the agent.

### 2.6 Applicant to pay the Rent

The Applicant agrees to pay the Rent during the Term in accordance with this Application and the Residential Tenancy Agreement.

### 2.7 Agent may make enquiries

The applicant authorises the Agent:

2.7.1 To make all necessary enquiries to verify the information provided by the Applicant in this Application (including information relating to the Applicant's employment, rental history, business, and personal references)

2.7.2 To provide information relating to the Applicant's tenancy of the Property to any Registered Agent who is authorised by the applicant to inquire about that matter.

### 2.8 Application if true

The applicant and all of them warrant that the information contained in the Reference Schedule is true.

### 2.9 Inconsistency

Subject to clauses 2.4 and 2.6, if there is any inconsistency between the terms of this Application and the Residential Tenancy Agreement then the terms of the Residential Tenancy Agreement prevail.

## 3. APPLICATION INCLUDES ATTACHMENTS

This Application includes all schedules and attachments to it.

## 4. INTERPRETING THIS INFORMATION

Unless the context suggests otherwise, this Application must be interpreted in the following way.

4.2 All headings are for convenience only.

4.3 A reference to the Application includes each person named as the Applicant jointly and severally.

## 5. WATER COSTS

The following water costs will apply unless specifically agreed otherwise): quarterly water supply charges plus all water usage at a rate and manner determined or prescribed from time to time by SA water. All water costs will be calculated and adjusted on a daily basis for the duration of the tenancy.

## 5. PRIVACY ACT 1988

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Applicant in this application and during the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including to the landlord, referees, other agents, and third-party operators of tenancy reference databases.

Information already held on tenancy reference 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, that fact and other relevant personal information collected about the Application during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and / or other agents.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the above agent's address and phone number. The Applicant can also correct this information if it is inaccurate, incomplete, or out-of-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

## Proof of Identification & Income Required

**Every section must be completed, if NOT the application will not be processed.**

**IMPORTANT- To consider your Application for Residential Tenancy 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.**

Each Applicant will need to provide proof of identity in the way of a current driver's license, passport or ID card, and will need to provide proof of income such as 2 x recent pay slips, Centrelink statements or redacted bank account statements.

### 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.**

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.

You will be asked to pay via bank cheque or money order.

Water charges may also apply – please check with the property manager.

It is a tenant responsibility to arrange connection of electricity, telephone, and gas supply to the property once the application has been approved.

Please ask your property manager if they are able to assist with utility connection services.

Property/s Applying for: \_\_\_\_\_

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Rent Amount:	
Tenancy Required:	<input type="checkbox"/> 6 months <input type="checkbox"/> 12 months
APPLICANT 1	
Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss. <input type="checkbox"/> Ms. <input type="checkbox"/>	
Name:	
Drivers License Number:	
Passport Number:	
Hm No.	Mob:
Wk No.	Fax No.
Email:	
Current address:	
Postcode:	
Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with Parents <input type="checkbox"/>	
Agent / Landlord:	
Contact Number:	
Rent/Mortgage per week:	
Reason for vacating:	
How long at this address:	
Previous Address:	
Postcode:	
Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with Parents <input type="checkbox"/>	
Agent/Landlord:	
Contact Number:	
Rent/Mortgage per week:	
Reason for vacating:	
How long at this address:	
VEHICLES	
Primary Vehicle:	
Model:	

Date to Occupy:	
Bond:	Own funds <input type="checkbox"/> Housing SA <input type="checkbox"/>
EMPLOYMENT - APPLICANT 1	
Source of Income:	
Net Weekly Income:	
If Unemployed	
Source of income:	
Net weekly income:	
If you are a Student	
School/Uni:	
Course:	
Full Time: <input type="checkbox"/>	Part Time <input type="checkbox"/>
Scholarship: yes/no	
International Visa No.	
International Visa Expiry Date:	
Other Notes:	

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Rent Amount:	Date to Occupy:
Tenancy Required: <input type="checkbox"/> 6 months <input type="checkbox"/> 12 months	Bond: Own funds <input type="checkbox"/> Housing SA <input type="checkbox"/>
APPLICANT1	
Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss. <input type="checkbox"/> Ms. <input type="checkbox"/>	EMPLOYMENT - APPLICANT1
Name:	Source of Income:
Drivers License Number:	Net Weekly Income:
Passport Number:	If Unemployed
Hm No. Mob:	Source of income:
Wk No. Fax No.	Net weekly income:
Email:	If you are a Student
Current Address:  Postcode:	School/Uni:
Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with Parents <input type="checkbox"/>	Course:
Agent / Landlord:	Full Time: <input type="checkbox"/> Part Time <input type="checkbox"/>
Contact Number:	Scholarship: yes/no
Rent/Mortgage per week:	International Visa No.
Reason for vacating:	International Visa Expiry Date:
How long at this address:	Other Notes:
Previous Address:  Postcode:	
Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with Parents <input type="checkbox"/>	
Agent/Landlord:	
Contact Number:	
Rent/Mortgage per week:	
Reason for vacating:	
How long at this address:	
VEHICLES	
Primary Vehicle:	
Model:	

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Emergency Contact- Applicant 1
Name:
Address:
Contact Number:
Relationship:
Applicant 1
References
Personal Reference (not including relatives)
Name:
Address:
Contact Number
Relationship
Known since:
Occupation:
Personal Reference (not including relatives)
Name:
Address:
Contact Number:
Relationship:
Known Since:
Occupation:

Emergency Contact- Applicant 2
Name:
Address:
Contact Number:
Relationship:
Applicant 2
References
Personal Reference (not including relatives)
Name:
Address:
Contact Number
Relationship
Known since:
Occupation:
Personal Reference (not including relatives)
Name:
Address:
Contact Number:
Relationship:
Known Since:
Occupation:

Other Occupants (Number of occupants including children)	
Name & relationship to Applicants	
Pets- Pet Lease Agreements to be signed.	
Are your pets registered with the council: YES    NO    N/A- If yes, council name:	
TYPE/BREED	NAME:

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**Utility Connection:** This is a FREE service that connects all your utilities

## MOVE ME IN

TO A BETTER DEAL >>>

Our FREE connection service takes the stress out of organizing the connections of all your services such as electricity, gas and water whilst finding valuable savings through our strong relationships with our suppliers.

Once Move Me In has received your application we will make all reasonable efforts to contact you within 24 hours of the nearest business day to identify how we can help.

1. That you accept the Move Me In Terms and Conditions that may be accessed at [www.movemein.com.au](http://www.movemein.com.au).
2. That Move Me In will contact you by telephone, email, or text message in order to provide the services requested by you even if your details are registered on the DoNot Call Register.
3. That Move Me In may share your details with their suppliers and service providers in order to facilitate the connection and/ or disconnection of the requested services.
4. That Move Me In may receive a fee from the suppliers and service providers, part of which may be paid to a Compare & Connect referral partner, and you are not entitled to any part of any such fee.
5. That Move Me In does not accept any liability on behalf of the suppliers and providers.

You further authorize Compare & Connect to:

1. Obtain the National Metering Identified and/or Meter Installation Reference Number of the properties that you are vacating and/or relocating to.
2. Contact you with future promotions and offers.

**By not opting out you warrant that you are authorised to make this application and provide the invitation, consents, acknowledgements, authorisations, and undertakings set out in this application form on behalf of all the applicants listed herein.**

Print Name:

Signed:

Date:

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I/ We (names of applicants) .....

Hereby authorise City Realty to access all employment/rental history deemed relevant to evaluate my tenancy application.

## **Application Declaration**

I / We the applicant/s confirm the information contained in this application is true and correct.

I / We the applicant/s confirm that only those persons listed on this application will reside at the property.

I / We the applicant/s apply for approval to rent the premises referred to in this form and acknowledge that my / our application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises.

I / We the applicant/s declare that I/ we am/ are not bankrupt/s or un-discharged bankrupt/s and that the information provided by me/ us is true and correct.

I / We have inspected the above premises and wish to apply for tenancy of the premises for a period of ..... Months, at the rental amount of  
\$ ..... per week/ fortnight/ month.

I / We consent to the information on this application being verified and a reference check on TICA and Tenant Reference Australia (TRA) being undertaken.

I / We found it to be in a reasonably clean condition                    YES            NO

If "NO", I/ we believe the following items should be attended to prior to the commencement of my tenancy.

.....  
.....

I / We acknowledge that these items are subject to the Landlord's approval.

Signed Applicant 1 ..... Date ...../...../.....

Signed Applicant 2 ..... Date ...../...../.....