



IMPORTANT PLEASE READ BEFORE PROCEEDING

We cannot accept an application without it being fully completed.

We will process your application as soon as we possibly can.

If Approved:

- **Two Weeks Rent**
- **The Bond monies**

Will need to be paid upon signing the lease agreement.

Application Checklist		
Points	Document	Tick
70	Birth certificate	<input type="checkbox"/>
	Citizenship certificate	<input type="checkbox"/>
	Passport	<input type="checkbox"/>
40	Australian Drivers licence	<input type="checkbox"/>
	Centrelink Statement	<input type="checkbox"/>
	Student photo ID/ Proof of age card	<input type="checkbox"/>
	State Federal Gov photo ID	<input type="checkbox"/>
25	Medicare card	<input type="checkbox"/>
	Car registration	<input type="checkbox"/>
	Phone/Gas/Electricity Bill Council Rates	<input type="checkbox"/>
	Last 4 Rent Receipts/ Tenant ledger	<input type="checkbox"/>
	Credit card/Bank statement	<input type="checkbox"/>

Proof of Income Required

Employment: Last 2 pay slips

Not employed: Centrelink statement

Self Employed: Bank statements, group Certificate Tax return or Accountants letter

Our office requires 100 points of Identification prior to final approval of your application.

The agent lessor may photocopy any item and retain it as part of your application.

Important at least one form of photo identification **MUST be provided.**

PROPERTY ADDRESS**APPLICANT DETAILS**

Full Name	
Drivers Licence Number	
Date of Birth	
Current Address	
Home Phone	
Work Phone	
Mobile	
Email Address	

Dependents to be listed below

	Full name	Relationship	Date of Birth
Person 1			
Person 2			
Person 3			
Person 4			
Person 5			

Current Residential Address

Are you the **Owner** | **Tenant** | **Other** (please specify) _____

Address: _____

How long have you lived here? _____

Name of Landlord/Agent: _____

Phone Number: _____ Email: _____

Rent paid per week: \$ _____

Reason for leaving: _____

Do you currently own any properties in the Lockyer Valley? _____

Previous Rental History

Were you the **Owner** | **Tenant** | **Other** (please specify) _____

Address: _____

How long have you lived here? _____

Name of Landlord/Agent: _____

Phone Number: _____ Email: _____

Rent paid per week: \$ _____

Reason for leaving: _____

Was the bond refunded in full? If not, please specify: _____

Pets

Will you be housing pets at this property? _____ Number: _____

Type: _____ Breed: _____

Which council are they registered with? _____

Current Employment Details

Please insert Centrelink details if applicable

Occupation: _____

Employer: _____

Employment Address: _____

Contact Name: _____

Phone Number: _____

Fax Number: _____

Length at current employment: _____

Net Income \$ _____ per week/ fortnight/ month

Employment status: Fulltime Part time Casual

If self employed, please complete the following

Company Name: _____

Company Address: _____

Business Type: _____

A.B.N _____

Accountant name: _____

Accountant Phone: _____

If student, please complete the following

Place of study: _____

Course: _____

Enrolment Number: _____

Campus Contact: _____

Phone: _____

Income: _____

Personal Referees (PERSONAL REFEREES are NOT to be related and must have known the applicant for over 12 months.)

Reference name: _____

Occupation: _____

Relationship: _____

Phone: _____

Reference name: _____

Occupation: _____

Relationship: _____

Phone: _____

Emergency Contact

Next of Kin: _____

Relationship: _____

Address: _____

Phone: _____

Mobile: _____

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			

Please Answer the following questions and provide details

Have you ever been evicted by any lessor or agent? **Yes | No**

Has any lessor or agent ever refused you another property? **Yes | No**

Are you in debt to another lessor/agent **Yes | No**

Is there any reason known to you that would affect your rent payments?



Disclaimer / Authority

In order to process this application, all questions must be answered fully. The completion of this application is not an acceptance. Failure to supply all supporting documentation and fully complete this application will result in the application not being processed.

I, the said applicant declare that all information contained in this application is true and correct, and that the information is provided of my own free will. I further authorise the agent to contact and/or conduct any enquiries and/or searches with regard to the information and references supplied in the application.

I, we the applicant/s declare we have viewed the property at _____ internally and externally and are happy to proceed with the application and property in the current condition, unless stipulated otherwise in writing attached to this form.

I declare the following:-

1. I wish to apply to rent the above property in the present condition for a period ofmonths commencing on/...../.....
2. I have been informed, understand and agree that the rent is \$..... per week and that the rental bond is \$..... and agree to pay the said bond on / before signing the tenancy agreement. I further authorise the letting agent to attend to the lodgement of the said rental bond to appropriate authority.
3. Have any applicants been listed on Tenancy Information Centre of Australia (TICA), National Tenancy Database (NTD), Utility Default database or any other default databases? **Yes / No**
4. **I have been informed, understand and agree that the rental for the said property is to be 2 (two) weeks in advance at all times.**
5. I, the applicant declare that I am not bankrupt and that I have not entered into any scheme of arrangements for payment of monies to any other creditors. I further declare that I am not paying off any previous rental debt.
6. I authorise the agent to access and check any information that may be listed on me on the TICA DEFAULT TENANCY DATABASE and any other tenancy database that may be available.
7. I have been informed, understand and agree that in the event this application is not accepted, the agent is not required or obligated to disclose why, or supply any reason for the rejection of this application. I agree that I will not raise any objection for not being provided a reason for rejection of this application.
8. I have been informed, understand and agree that in the event there be a requirement to commence proceedings for recovery of rent, repairs and/or damage to the aforesaid property during the term or at the expiration of tenancy, all costs associated with these proceedings shall be recovered from me or if I subsequently default in my rental payments, my name will be listed as a defaulting tenant with the Tenancy Information Centre of Australia (TICA) or any other defaulting data base in accordance with legal requirements. The removal of such information is subject to legal guidelines.
9. I have been informed, understand and agree that in the event of this application being approved, one weeks rent is required as a holding deposit, the holding deposit is Non Refundable should the approved applicant not proceed with the tenancy. The remaining one week's rent and Bond monies will be due on the commencement date of the lease by paying through the Agency's Rental Payment system. No Cash payments are accepted.
10. I have been informed, understand and agree that no keys will be provided by the agent until such time as all monies are paid in full in accordance with clause 8 above, and all tenants have signed relevant documents.
11. I have been informed, understand and agree that I will abide by the policies of the office/agent as provided to me in relation to this tenancy.
12. I have been informed, understand and agree to my personal details being photocopied for agent's records and recorded on All Property Gatton's database and used for Real Estate purposes only.
13. I have been informed, understand and agree to allow All Property Gatton to take photos of the premises both internal and external as required at any time.
14. I have been informed, understand and agree that subsequent rental payments must be paid via the agency's rental payment system.
15. Consent to the use of email and facsimile in accordance with the provisions set out in Chapter 2 of the Electronic Transactions (Queensland) Act 2001 (QLd) and the Electronic Transactions Act 1999 (Cth).
16. Declare that the above information is true and correct and that I have supplied it of my own free will.

FIRST APPLICANT NAME: _____

FIRST APPLICANT SIGNATURE: _____ DATE _____



RENTAL REFERENCE REQUEST

Applicants Authorisation

I, the following Applicant _____
have authorised All Property Rentals to conduct any enquiries and searches, including tenancy
information databases, in order to verify the information I have provided in this application.

Signature: _____

Date: _____

Attention: _____

Regarding: _____

Please complete and return to rentals@allpropertygatton.com

Please attach a copy of the tenants rental ledger.

Property Address: _____

Rent Paid per week: \$ _____

Length of tenancy: _____

Were there any remedy notices given? _____

Was the property kept clean and tidy? _____

Was the tenant cooperative and pleasant to deal with? _____

Were there any pets kept at the premises? _____ Inside/Outside

Reason for vacating? _____

Was the bond refunded in full? _____

Would you rent to the tenant again? _____

Additional Comments: _____

Signature: _____ Date: _____

Position: _____

We appreciate your cooperation, thank you for your assistance.