

Residential Application Form

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



A. AGENT DETAILS

H & U Property Group
P.O Box 123 Margate Qld 4019
Phone Number: 1300 005 291
Fax Number: (07) 5301 8128
Email Address: office@hupropertygroup.com.au
Web: www.hupropertygroup.com.au

Property Manager

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. 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

8. How did you find out about this property?
 Newspaper The Internet Local Paper
 Office Office Window Sign Board at property
 Referral Other (specify)

Application sent to Direct Connect (if Required)

D. UTILITY CONNECTIONS



myc nnect

MyConnect is a FREE & EASY to use utility connection service available for tenants

Phone : 1300 854 478 enquiry@myconnect.com.au
Fax : 1300 854 479 www.myconnect.com.au

Yes, Please Contact Me Interpreter service required (tick here)

Unless I have opted out below, I consent to the disclosure of information on this form to myconnect ABN 34121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent; acknowledge the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities.

Tick here to opt out

E. 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 employers;
- (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 NTD (National Tenancies Database)
- (h) transfer water account details into my name

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.

Signature Date

F. APPLICANT HISTORY

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

 Years Months

10. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

 Years Months

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

Was bond refunded in full?

If not why not?

G. EMPLOYMENT HISTORY

15. 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 \$

16. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

Net Income

 Years Months \$
H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

18. 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.

I. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets

Breed/type

Council registration / number

J. 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
(bank cheque or money order only)\$ **K. 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.

Signature of Landlords agent

Date

Signature of Applicant

Date

ALL PROSPECTIVE TENANTS MUST COMPLETE THIS SHEET AND SUPPLY ALL THE NECCASARY INFORMATION & DOCUMENTS REQUIRED.

IDENTIFICATION CHECKLIST: 100 POINTS		
IDENTIFICATION ITEMS	POINTS	TICK
GROUP 1:		
Drivers License	30	
Photo ID	30	
Passport	30	
Birth Certificate	10	
Pension or Health Care Card	15	
Current Vehicle Registration Documents	15	
Phone, Electricity or Gas Bill	15 (each)	
GROUP 2:		
Pay Slips (Preferred)	15	
Bank Statements	15 (each)	
GROUP 3: If rented previous residents		
Tenancy History Ledger	20	

IF YOU OWED YOUR PREVIOUS PLACE OF RESIDENTS, YOU MUST INCLUDE:		
A Water & Council Rates Bill	15 (each)	

PLEASE NOTE THAT YOU MUST HAVE AT LEAST ONE ITEM FROM EACH GROUP.

TOTAL POINTS (must have at least 100 points): _____

EXTRA INFOMATION	
Viewed the Property	Yes / No
Preferred Person to Contact	
Landlord / Agent's Contact Information	Phone: Email: