

Application for Residential Tenancy

(One application to be completed per person)



Part 1 Rental Property Details

Accredited Agency

Item 1: Agent Details

Agency name:

JENSEN'S REAL ESTATE & LIVESTOCK

Address:

Phone:

07 4787 1144

Mobile:

Fax:

Email: mail@jensensrealstate.com.au

Item 2: Property Details

Property address

Rent \$ a week a fortnight a month Bond \$

Tenancy term Insert "fixed term agreement" or "periodic agreement".

Starting on

Ending on

Part 2 Applicant Details

Item 3: Contact Details

Full name

Date of Birth

Have you been known by any other name(s)? Yes No

If Yes, what other name(s) have you been known by?

Work phone

Mobile

Home phone

Email:

Driver's licence/Passport number

State

Number of vehicles

Registration number(s)

Item 4: Dependants

Do you have any dependants? Yes No

Dependant full name(s)

Relationship to Applicant

Dependant Date of Birth

Item 5: Smoking

Are you or any of the dependants living with you a smoker? Yes No

Item 6: Pets

Do you intend to keep pets at the property? Yes No

Number of pets

Type of pet/s

Are your pets registered with a council? Yes No

If Yes, please state which council:

Item 7: Applicants Address History

Current residential address

[Text box for current residential address]

Period of occupancy

[Text box for period of occupancy]

Type of occupancy:

Rent Owner Other > [Text box]

Current Agent/Lessor (if renting)

[Text box for current agent/lessor]

Agent/Lessor phone

[Text box for agent/lessor phone]

Current rent

\$ [Text box] a week a fortnight a month

Reason for leaving:

[Text box for reason for leaving]

Previous residential address

[Text box for previous residential address]

Period of occupancy

[Text box for period of occupancy]

Type of occupancy:

Rent Owner Other > [Text box]

Previous Agent/Lessor

[Text box for previous agent/lessor]

Agent/Lessor phone

[Text box for agent/lessor phone]

Current rent

\$ [Text box] a week a fortnight a month

Reason for leaving:

[Text box for reason for leaving]

Item 8: Employment Details

Are you employed? Yes No (if no, please provide details of previous employer, if any)

Employment status: Full Time Part Time Casual Contract Self employed

Occupation

[Text box for occupation]

Net income (per week)

\$ [Text box]

Date commenced employment (approx)

[Text box for date commenced]

Date terminated employment (if any)

[Text box for date terminated]

Employer/Business Name

[Text box for employer/business name]

Address

[Text box for address]

Phone

[Text box for phone]

If self employed, Accountant's Name

[Text box for accountant's name]

Phone

[Text box for phone]

Item 9: Centrelink Payments

Are you receiving any regular Centrelink payments? Yes No

Description of payment(s)

[Text box for description of payment(s)]

Total income (per week)

\$ [Text box]

Date payments commenced

[Text box for date payments commenced]

Item 10: Student Details

Are you studying full time? Yes No

Name of education institution you are currently attending

[Text box for name of institution]

Student Identification Number

[Text box for student ID number]

Are you an overseas student? Yes No

If yes, Visa expiry date:

[Text box for visa expiry date]

Item 11: Personal References

Please do not list relatives, another applicant or partners and provide business hours contact numbers.

Referee 1	Relationship
<input type="text"/>	<input type="text"/>

Address	Phone/Mobile
<input type="text"/>	<input type="text"/>

Referee 2	Relationship
<input type="text"/>	<input type="text"/>

Address	Phone/Mobile
<input type="text"/>	<input type="text"/>

Item 12: Personal Representative

i.e. preferred person(s) to be contacted in the event of an emergency.

Representative 1	Relationship
<input type="text"/>	<input type="text"/>

Address	Phone
<input type="text"/>	<input type="text"/>

Representative 2	Relationship
<input type="text"/>	<input type="text"/>

Address	Phone
<input type="text"/>	<input type="text"/>

Part 3 Supporting Documents

Item 13: Identification

You are required to meet a 100 point identification criterion upon submission of your application. The agent/lessor may photocopy any item and retain as part of your application.

Please tick the identifying documents you have provided with your application.

IMPORTANT: At least one form of Photo Identification MUST be provided.

70 Points

- | | | |
|-----------------------------------|---|--|
| <input type="checkbox"/> Passport | <input type="checkbox"/> Full birth certificate | <input type="checkbox"/> Citizenship certificate |
|-----------------------------------|---|--|

40 Points

- | | | |
|--|--|--|
| <input type="checkbox"/> Australian driver's licence | <input type="checkbox"/> Student Photo ID | <input type="checkbox"/> Department of Veterans Affairs card |
| <input type="checkbox"/> Centrelink Card | <input type="checkbox"/> Proof of age card | <input type="checkbox"/> State/Federal Government Photo ID |

25 Points

- | | | |
|--|---|---|
| <input type="checkbox"/> Medicare card | <input type="checkbox"/> Council rates notice | <input type="checkbox"/> Motor vehicle registration |
| <input type="checkbox"/> Telephone bill | <input type="checkbox"/> Electricity bill | <input type="checkbox"/> Gas bill |
| <input type="checkbox"/> Tenancy History Ledger | <input type="checkbox"/> Bank statement | <input type="checkbox"/> Credit card statement |
| <input type="checkbox"/> Last FOUR rent receipts | <input type="checkbox"/> Rent bond receipt | <input type="checkbox"/> Previous tenancy agreement |

Item 14: Proof of Income

You are also required to supply the agent/lessor with proof of your income upon submission of your application.

- Employed:** Last TWO pay slips.
Self employed: Bank Statements, Group Certificate, Tax Return or Accountant's letter.
Not employed: Centrelink Statement.

Part 4 Declaration

Please declare the following by selecting either TRUE or FALSE

I, the Applicant,

1. have never been evicted by an agent/lessor True False
2. have no known reasons that would affect my ability to pay rent True False
3. was refunded the rental bond for my last address in full (if applicable) True False
If false, please advise what deductions were made from your bond?
4. have no outstanding debt to another agent/lessor? True False
If false, why are you in debt to your past agent/lessor?

Part 5 Acknowledgement

Please acknowledge the following by selecting either Yes or No

I, the Applicant,

1. acknowledge that my personal contents insurance is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings. Yes No
2. understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property - in particular to check my identification, my ability to care for the property, my character and my creditworthiness. Yes No
 - 2.1 for such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary. Yes No
 - 2.2 in doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties. Yes No
3. acknowledge and accept that if this application is denied, the agent is not legally obliged to provide reasons as to why. Yes No
4. consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the agent/lessor to pass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and tenancy default databases. Yes No
5. acknowledge that I have received and reviewed the General Tenancy Agreement (Form 18a), the standard terms and any special terms before completing this application. Yes No
6. acknowledge that I have received or have available the Information Statement (Form 17a), body corporate by-laws (if applicable) before completing this application. Yes No
7. acknowledge that I have been made aware of the agency's Privacy Policy. Yes No
8. acknowledge that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agent's acceptance of the application. Yes No
9. 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)*; Yes No
10. declare that the above information is true & correct and that I have supplied it of my own free will. Yes No

Name of Applicant

Signature

Date

JENSEN'S REASL ESTATE & LIVESTOCK

77 GILL STREET, CHARTERS TOWERS Q 4820

Phone: 47 871144 Fax: 47 877575 Email: mail@jensensrealestate.com.au

Application for Residential Tenancy

PRIVACY ACT 1988

NOTICE OF COLLECTION OF PERSONAL INFORMATION

The Agent will only use and disclose personal information provided by the Applicant as part of the tenancy application (whether verbal or written) to verify that information, and to process and evaluate that the tenancy application. As part of the verification and evaluation process, the Agent, without limitation, may:

- Disclose to, and obtain from, those people names in the application, information about the applicant in order to check the accuracy of information provided in the tenancy application and in order to determine whether the Applicant is an appropriate tenant for the property; and
- Disclose to, and obtain from, third party operators of tenancy reference databases, information about the Applicant in order to gain information about the Applicant.

If the application is successful, personal information collected about the Applicant in the tenancy application, in the tenancy agreement, and during the course of the tenancy, may be used by the Agent, and disclosed to third parties, (including to the landlord, other agents, potential buyers of the tenanted property, and trades people maintaining and repairing the tenanted property) as necessary to manage the tenancy relationship and tenanted property.

If the Applicant enters into a tenancy agreement, but fails to comply with its obligations under that agreement that fact and other relevant personal information collected about the Applicant may be disclosed to the landlord, third party operators of tenancy reference databases and/or other agents.

The Applicant can gain access to any personal information which the Agent holds about the Applicant, by contacting the Agent specified on the front of the tenancy application. The Agent may refuse access to such information in the limited circumstances provided by the *Privacy Act*. The Agent may charge the Applicant a reasonable fee to provide the requested access.

The Agent will take all reasonable steps to correct any personal information held by the Agent about the Applicant which the Applicant shows to be inaccurate, incomplete or out-of-date.

If the information described in the tenancy application is not provided, the Agent may refuse to accept and process the application.

PRINT NAME.....APPLICANT SIGNATURE.....

DATE.....