

RESIDENTIAL APPLICATION FORM

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



Property Gurus SA

Address: 240 Hampstead Road
CLEARVIEW S.A. 5085
Phone: (08)8465 0133
Email: info@ourproperty.guru

Applicant Name/s: _____		Contact No: _____	
Property 1: _____	Manager: _____	Attended Open?	YES <input type="checkbox"/>
Property 2: _____	Manager: _____	Attended Open?	YES <input type="checkbox"/>
Property 3: _____	Manager: _____	Attended Open?	YES <input type="checkbox"/>

I/We acknowledge the rent amount for **Property 1** of \$ _____ per week is payable fortnightly in advance during the term of the lease.

My nominated method of payment for rent shall be **(please tick)**:

Electronic Funds Transfer (EFT) Centrepay Commonwealth Bank

I/We acknowledge there is a requirement to pay a **security bond**.

Rent up to \$250pw = Equal to 4 weeks rent Bond amount (preference 1): \$ _____
Rent up to \$251pw = Equal to 6 weeks rent Bond amount (preference 1): \$ _____

The bond will be paid by Cash Bond Housing SA Bond (please circle)

If you are approved. The bond & 2 weeks rent must be paid within 48 hours to secure the property

YOU MUST PHOTOCOPY ALL DOCUMENTATION AND HAND INTO OFFICE

Proof of Income i.e Payslips (x2 current) / Centrelink Income Statement / Government

Benefits Photo Identification (Licence or Proof of age or Passport)

Places you lived (current & previous, **contact numbers** essential, see Residential Details page 2)

Sign the Declaration (see page 4)

Rental Ledger from current Real Estate

Additional Identification Required (choose **3** from below)

<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Proof of Age
<input type="checkbox"/> Passport	<input type="checkbox"/> Citizenship Certificate
<input type="checkbox"/> Licence	<input type="checkbox"/> Debit / Credit Card
<input type="checkbox"/> Medicare Card	<input type="checkbox"/> Latest Electricity or Gas Account
<input type="checkbox"/> Latest Telephone Account	

PROPERTY GURUS SA DOES NOT PROVIDE A PHOTOCOPY SERVICE

Applicant 1

Title: _____ DOB: ____ / ____ / ____ AGE: _____
 Given Names: _____
 Surname: _____
 Relationship with applicant 2: _____
 Home: _____ Mobile: _____
 Email: _____
 Licence No: _____ Car Rego: _____
 Car Model: _____

Applicant 2

Title: _____ DOB: ____ / ____ / ____ AGE: _____
 Given Names: _____
 Surname: _____
 Relationship with applicant 1: _____
 Home: _____ Mobile: _____
 Email: _____
 Licence No: _____ Car Rego: _____
 Car Model: _____

Residential Details

Current Address: _____

Circle Applicable

Private Landlord Agent Family Boarding Owner How
 long have you lived at your current address?
 _____ Years Months Name Private
 Landlord / Agent / Family / Boarding:

Contact No: _____ Rent per week \$ _____
 Why are you leaving this address?

Previous Address: _____

Circle Applicable

Private Landlord Agent Family Boarding Owner How
 long have you lived at your current address?
 _____ Years Months Name Private
 Landlord / Agent / Family / Boarding:

Contact No: _____ Rent per week \$ _____
 Why did you leave this address?

Residential Details

Current Address: _____

Circle Applicable

Private Landlord Agent Family Boarding Owner How
 long have you lived at your current address?
 _____ Years Months Name Private
 Landlord / Agent / Family / Boarding:

Contact No: _____ Rent per week \$ _____
 Why are you leaving this address?

Previous Address: _____

Circle Applicable

Private Landlord Agent Family Boarding Owner How
 long have you lived at your current address?
 _____ Years Months Name Private
 Landlord / Agent / Family / Boarding:

Contact No: _____ Rent per week \$ _____
 Why did you leave this address?

Income / Employment Details

Current Occupation: _____
 Employer's Name: _____
 Employer's Address: _____

Contact Name: _____ Ph: _____

Length of Employment: _____ Years _____ Months

Weekly Wage or Salary : \$ _____

Government/Other Benefits Type: _____

Weekly Government Benefits Income:\$ _____

Total Weekly Income: \$ _____

Income / Employment Details

Current Occupation: _____
 Employer's Name: _____
 Employer's Address: _____

Contact Name: _____ Ph: _____

Length of Employment: _____ Years _____ Months

Weekly Wage or Salary : \$ _____

Government/Other Benefits Type: _____

Weekly Government Benefits Income:\$ _____

Total Weekly Income: \$ _____

Emergency Contact (i.e Family, Friend)

Next of Kin: _____
 Address: _____
 Home: _____ Work: _____
 Mob: _____ Relationship: _____

Emergency Contact (i.e Family, Friend)

Next of Kin: _____
 Address: _____
 Home: _____ Work: _____
 Mob: _____ Relationship: _____

Personal Reference (not related to you)

1. Name _____
 Home: _____ Work: _____
 Relationship: _____
 2. Name _____
 Home: _____ Work: _____
 Relationship: _____

Personal Reference (not related to you)

1. Name _____
 Home: _____ Work: _____
 Relationship: _____
 2. Name _____
 Home: _____ Work: _____
 Relationship: _____

Other persons to reside at the property (under 18 years old)

Please provide full names and ages.

Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____
Name: _____	Age: _____	Name: _____	Age: _____

-----Pets Please provide details of any pets to be kept at the property

Breed/Type: _____	Age: _____	Name: _____	Size: _____
Breed/Type: _____	Age: _____	Name: _____	Size: _____
Breed/Type: _____	Age: _____	Name: _____	Size: _____

Property Gurus SA will provide Direct Connect with your details to get these services connected for you with no obligation**UTILITY CONNECTIONS - This is a FREE service that connects all your utilities and other services.**

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- Electricity
 Gas
 Phone
 Internet
 Pay TV
 Removals
 Truck or van hire
 Cleaner
 Insurance

MAKES MOVING EASY



Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature of Applicant : _____ Date:...../...../..... Application sent to Direct Connect (if required)

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.
- Should your application be accepted, you will be asked to pay the **bond** and **first 2 weeks rent** and sign the lease as soon as possible. You will be asked to pay the amounts into our **trust account** immediately.
- Tenants will liable for **water charges**.
- It is a tenant responsibility to arrange connection of electricity, telephone and gas supply to the property, once the application is approved. However, we are also able to assist you in this regard - **refer to previous page**
- Once applications are processed by the property manager, applicants will be notified if they have made it through to the **short list**, then will be notified if successful.

We are unable to provide a reason for non-acceptance if your application is not approved for tenancy.

DECLARATION

The applicant acknowledges:

1. That the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. That the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
3. That upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
4. **That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property.**
5. **Please Note: Our tenancy agreements contain a special clause stating: NO SMOKING INSIDE THE PREMISES**

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; 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 TICA

To ensure the quality of tenants Property Gurus SA uses the TICA (tenant database) system. Their contact number is 1902 220 346 (calls charged at \$5.45 per minute, higher for mobile) otherwise check out <http://www.tica.com.au/tenant.php> for other options. 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. I am aware that I may access personal information on the contact details above.

Applicant 1 Name: _____ **Signed:** _____ **Date:**..... /..... /.....

Applicant 2 Name: _____ **Signed:** _____ **Date:**..... /..... /.....