

# APPLICATION FOR TENANCY

EMAIL: [rentals@andrewmcgrathfn.com.au](mailto:rentals@andrewmcgrathfn.com.au)



REAL ESTATE | Andrew McGrath

RETURN TO: 5/204 PACIFIC HWY, SWANSEA 2281

PHONE 4972 1066

PROPERTY ADDRESS

RENT PER WEEK

PREFERRED LEASE START

NUMBER/TENANTS

NUMBER/ADULTS

AGES OF ADULTS

NUMBER/KIDS

AGES OF KIDS

DOES ANYONE SMOKE?

PREFERRED LEASE TERM

DO YOU HAVE PETS?

NUMBER/PETS

TYPES OF PETS

AGES OF PETS

## APPLICANT'S CURRENT DETAILS

GIVEN NAMES

SURNAME

DATE OF BIRTH

EMAIL ADDRESS

MOBILE NUMBER

WORK NUMBER

PASSPORT NUMBER

DRIVERS LICENCE NUMBER

DRIVERS LICENCE EXPIRY

DRIVERS LIC. STATE

CAR REGISTRATION NUMBER

## APPLICANTS ID CHECKLIST

### Must Include:

- Drivers Licence/Photo ID
- Medicare Card
- Proof of Income

### Plus 3 of the following:

- Electricity Account
- Gas Account
- Car Registration
- Phone Account
- Foxtel Account
- Private Health Insurance
- Council/Water Rates

## APPLICANT'S EMPLOYMENT

YOUR OCCUPATION

EMPLOYER'S NAME

HOURS PER WEEK

EMPLOYER'S ADDRESS

EMPLOYERS PHONE NUMBER

CONTACT NAME

CONTACT PHONE NUMBER

TERMS OF EMPLOYMENT

LENGTH OF EMPLOYMENT

WEEKLY WAGE

YOUR ACCOUNTANT & CONTACT NUMBER

## SELF EMPLOYED

COMPANY NAME

COMPANY ADDRESS

LANDLORD/AGENT & CONTACT NUMBER

ABN NUMBER

## GOVERNMENT BENEFITS

TYPE OF BENEFIT

AMOUNT RECEIVED

PER WEEK

F/NIGHT

WILL DEPARTMENT OF HOUSING ASSISTANCE BE REQUIRED FOR THIS TENANCY?

## APPLICANT'S PREVIOUS EMPLOYMENT

YOUR OCCUPATION

EMPLOYER'S NAME

EMPLOYER'S ADDRESS

EMPLOYER CONTACT NAME & TITLE

CONTACT PHONE NUMBER

## OTHER INCOME?

TYPE OF INCOME *Please provide supportive information*

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## APPLICANT'S PREVIOUS RENTAL HISTORY

YOUR CURRENT ADDRESS

  

RENT / WEEK

DURATION OF RESIDENCY?

 

ARE YOU TENANT/OWNER

 

WHY ARE YOU LEAVING?

  

LANDLORD/AGENT NAME

WHERE

REFERENCE CONTACT NAME & TITLE

CONTACT PHONE NUMBER

## APPLICANT'S PREVIOUS RENTAL HISTORY

YOUR PREVIOUS ADDRESS

  

RENT / WEEK

DURATION OF RESIDENCY?

 

WERE YOU TENANT/OWNER

 

WHY ARE YOU LEAVING?

  

LANDLORD/AGENT NAME

WHERE

REFERENCE CONTACT NAME & TITLE

REFERENCE PHONE NUMBER

## APPLICANTS NEXT OF KIN

NAME

RELATIONSHIP TO YOU

ADDRESS

  

HOME PHONE NUMBER

EMAIL ADDRESS

MOBILE NUMBER

## APPLICANT'S DECLARATION & CONSENT

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all the information contained in this application is true and correct and given of my own free will.

I declare that:

- I have personally inspected the premises and agree to take the property 'as is' if my application is successful. I agree that no further cleaning or maintenance is required for the tenancy to commence.
- I am not bankrupt
- I authorise this Agent/Agency to obtain my personal information from
  1. The owner or agent of my current and previous residences
  2. My personal referees, previous & current employer/s
  3. Any record listing or database of default tenants such as TICA for the purpose of checking my tenancy history
- I am aware that I can access my personal information from
  1. TICA on 1902 220 346
- 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
  1. Communicate with the owner to select a successful tenant
  2. Prepare the lease/tenancy documents
  3. allow tradespeople or equivalent persons to contact me
  4. lodge/claim/transfer to/from a Bond Authority
  5. to Tribunals/Courts & Statutory Authorities (where applicable)
  6. to a Collections agent/lawyer (where applicable)
  7. Complete a credit check or Tenancy database check TICA
- I am aware that information collected about me may be disclosed by the Agent to other persons and organisations. The persons & organisations to whom we disclose information include my representatives (such as your authorised legal adviser, and accountant); credit reporting agencies with whom we have a contractual arrangement, government and regulatory authorities and other organisation, as required or authorised by law.
- I authorise that the provided information may be used to carry out a credit check on me. I also agree that should I be in breach of any express or implied provision of the Tenancy Agreement or any provision of the residential Tenancies Act, that I am responsible for the landlords cost incurred in undertaking collection action to recover his/her losses

SIGNATURE

## NOTICE TO PROSPECTIVE TENANT

The availability of telephone lines; internet services; analogue; digital or cable television (and adequacy of such devices); are the sole responsibility of the tenant/s and that your own enquiries should be made as to the availability and adequacy of such services BEFORE accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna and antenna sockets or other such points located in the property are serviceable or will otherwise meet the requirements of the tenant.

**TELEPHONE, GAS AND ELECTRICITY CONNECTIONS ARE YOUR RESPONSIBILITY** EXCEPT IN SPECIAL CIRCUMSTANCES, these utilities are to be connected by the tenant. The following numbers for your convenience only, no recommendation is implied.

**Telstra 13 22 00 AGL Gas 131 606 Energy Australia 131535**

## PAYMENT TIMELINE & COSTS

If your application is successful we will require:

How Much	When	Why
*1 weeks rent * this is your first weeks rent	Application is approved	To hold the property for you & allow us to stop advertising
4 weeks rent	Must be paid before you sign the lease	Will be lodged at the Bond Board until the end of your tenancy
1 weeks rent	before you sign the lease	Will ensure you rent is 2wks in advance when the tenancy commences

Total Cost prior to signing the lease is **6 weeks rent**

## APPLICANT'S SIGNATURE

We will require your signature in the Declaration and Consent section of this document to obtain any of the required information we collect for processing

If you fail to sign this document in the provided space we will not be able to process your application at all.

Andrew McGrath First National management and staff accept no responsibility for any application being unsuccessful and abusive of any kind will NOT be tolerated. We have a zero tolerance policy on abuse. The Police will be called.

## DOUBLE CHECK!!

Please double check that you have provided all the necessary documentation, ID and contact information we will need to ensure that we will be able to process your application as quickly as possible

We know that applying for rentals can be very stressful, so we will process your application as quickly as possible. To help us, please ensure that you have provided **100pts of ID**, and **ALL** of the contact phone numbers and email addresses we require, as trying to find the right information can delay our processing time dramatically.