# **Tenancy Application Form**

Each prospective tenant should complete a Residential tenancy application form.

Please note: This application will not be processed unless it is filled out completely with copies of all supporting documents attached.

# Please read prior to completing your application.

- 1. The application must be accompanied by relevant supporting documentation.
- 2. Maison Real will only be taking initial payment via bank transfer.
- 3. If you are approved you will be required to pay bond and the first calendar months' rent to secure the property within 48 hours of acceptance.
- 4. You will be required to attend a sign-up appointment within 48 hours of approval to sign lease documentation.

### **Rent Payment**

_	Direct Debit is our preferred rent payment method and there is a free option for tenants.  A Direct Debit form will be provided to you at the Tenancy sign up.  Please speak to your property manager about other payment options if required.
Applica	ants Checklist
☐ Bef	ore I submit this application, I/we have:

Ш	Before I submit this application, I/we have:
	Attached photocopies of supporting documents (see below)
	Inspected the property both internally and externally
	Completed all details in full on the application form
	Provided all contact details and documentation for confirmation of income source
	Read and signed all the Privacy Disclosure Statement and Privacy Consent

### **Supporting Documentation**

When submitting an application you must include at least one item from each section per applicant.

Section Two	Section Three
Current Payslips(minimum 2)	Previous Tenant Statement
If new job - Letter of offer incl Salary	Council Rates
Statement of Centrelink Entitlements	Motor Vehicle Registration
Bank Statement	Uitilities or Phone Account
	If new job - Letter of offer incl Salary Statement of Centrelink Entitlements

#### Address of property you are applying for

Preference 1:	
Preference 2:	

Tenancy Requirements							
Length of Tenancy	m	onths R	ent	\$ per wee	k Leas	e Start Date	
<b>Applicant Details</b>	3						
First Name		Last Name			Email		
Phone		Mobile			Date of Bir	th	
Driver Licence No.	State	of Issue		Passport No.		Country of Iss	ue
				l		l	
Emergency Contact	at not liv	uing with you (	a. Na	et of Kin)			
Please provide an emergency conta	Ct fiot in	ving with you (e	g: ne	KLOI KIN)			
Name		Relationship	to you	Ī	Conta	ct Phone	
Address					l .		
Current Address Details If owner occupier include details her	0						
Current Rent/ Mortgage \$		er week	How	long have you lived	there?	years	months
	<b>р</b> с	or week	TIOW	long have you lived	thore:	ycais	months
Current Address							
Agent/ Landlord		Phone		I	Email		
Reason for Leaving							
Was Bond refunded in full? Yes / No							
<b>Previous Rental Details</b>							
Current Rent \$	per v	veek	How	long have you lived	there?	years	months
Current Address			1				
Agent/ Landlord		Phone		[	Email		
Reason for Leaving							
Was Bond refunded in full? Yes / No	) If N	No, please spec	cify				

# **Current Employment/Self Employed**

If less than 6 months in current job please also provide previous employment details

Position	
Payroll or Accountant Phone No.	
Net Income (after tax) \$	per wk/ fn / mth
Business Type/ ABN (if applicable)	
	Payroll or Accountant Phone No.  Net Income (after tax) \$

Are you a full time student? Yes / No	TAFE / University		Student No.
Contact Name		Contact No.	
Do you receive income from your parents?	Yes / No	Amount \$	
Name of Parent		Phone	

### **Centrelink Benefits**

Туре	\$ per fortnight
Additional source of income	
Туре	\$ ner wk/ fn/ mth

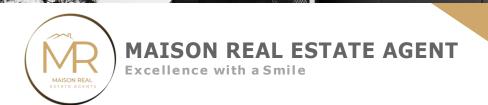
# Personal Referee (cannot be related)

Referee Name	Occupation
Relationship to you	Phone

Names of other applicants and their relationship to you (husband, wife, partner, friend)

Name & ages of children if any			
No. of pets (including breed & age)			

Do you own an investment property in Australia? Yes / No



#### Confirmation

for occupancy.
If No, I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge and understand that these items are subject to the landlord's approval and do not form part of the Tenancy Agreement.

I also acknowledge that this rental application is subject to the Landlord's approval and I consent to the information provided in this application being verified and a reference check on National Tenancy Database being undertaken

## **Privacy Act Acknowledgement for Tenants**

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the Application information provided and understand that all Federal Privacy Act requirements and the Australian Privacy Principles will be adhered to by the Agency.

I consent to my personal information being passed on during the tenancy (should it commence) and after the tenancy if required to other third parties which include however are not limited to tradespeople/contractors, salespeople, body corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information. The Lessor of the property will be provided all relevant information as the tenancy agreement is between the lessor and the tenant; the agency manages the property on behalf of the lessor. The agreement should it commence is a contract between the lessor and the tenant; personal information will be passed onto the lessor as the owner of the property.

A detailed copy of our Privacy Policy can be found at www.maisonreal.com.au

I also acknowledge that: I am responsible for ensuring the main power switch is turned off to enable power to be connected.

The premise is a "Smoke Free Zone" and I/we will ensure there is no smoking inside the premises.

Applicant Signature		
Name:	Signature:	Date://