

DALBY Office

5 Coolibah St,
Dalby Qld 4405
Ph: 07 4662 6535
E: Dalby@1propertycentre.com.au

**TOOWOOMBA Office**

272 Margaret Street
Toowoomba QLD 4350
Ph: 07 4641 7870
E: Toowoomba@1propertycentre.com.au

Residential Tenancy Application Form All sections of this form must be completed & signed for your application to be processed

Proposed Rental Property address:			Postcode		
Rent Per Week: \$	Bond Amount: \$	Are you applying for Bond Loan? YES / NO		Are you Preapproved YES / NO	
Length of tenancy: Years:	Months:	Tenancy To Commence		Have you inspected the property?: YES / NO	
How many tenants will occupy the property?			Adults	Dependants	Ages
			Pets: Yes / No (Circle) If yes attach a PHOTO OF EACH pet		
Pet type:	Breed/s:	Reg. No:		Indoor / Outdoor	
Pet type:	Breed/s:	Reg. No:		Indoor / Outdoor	
Vehicle 1 Rego:	Model/Year/Colour	Vehicle 2 Rego:	Model/Year /Colour		

1. First Applicant

Title	First Name	Initial	
Last Name	Smoker	Yes / No	
Name at Birth:	Place of Birth:		
Date of Birth	/	/	Age (Years / Months)
Drivers Licence No.	State		
Passport	Medicare No.	Ref:	
Pension Type (if applicable)	No		
Home Ph	Mobile Ph		
Email			
Relationship to Applicant 2: Partner Friend Relative			
Relationship to Children:			

Second Applicant AND/OR Partner

Title	First Name	Initial	
Last Name	Smoker	Yes / No	
Name at Birth:	Place of Birth:		
Date of Birth	/	/	Age (Years / Months)
Drivers Licence No.	State		
Passport	Medicare No.	Ref:	
Pension Type (if applicable)	No		
Home Ph	Mobile Ph		
Email			
Relationship to Applicant 1: Partner Friend Relative			
Relationship to Children:			

Rental History - Applicant 1

Current Address		
Suburb	Postcode	
How Long at Current Address? Years	Months	
Reason for Leaving:	Rent per week: \$	
Landlord/ Agent Name:	Phone:	
Email:	fax:	

2. Rental History - Applicant 2

Current Address		
Suburb	Postcode	
How Long at Current Address? Years	Months	
Reason for Leaving:	Rent per week: \$	
Landlord/ Agent Name:	Phone:	
Email:	fax:	

Previous Address

Suburb	Postcode	
Length at previous Address? Years:	Months:	
Reason for Leaving:	Rent per week: \$	
Landlord/ Agent Name:	Phone:	
Email:	fax:	
Bond Refunded Yes / No If not why?		

Previous Address

Suburb	Postcode	
Length at previous Address? Years:	Months:	
Reason for Leaving:	Rent per week: \$	
Landlord/ Agent Name:	Phone:	
Email:	fax:	
Bond Refunded Yes / No If not why?		

3. Employment Details - Applicant 1

Occupation	Employers Name	
Employment Address		
Suburb	Postcode	
Employer Phone No	Contact Name	
Length at current employment: Years:	Months:	
Net Income \$	Per Week \$	Per Month \$
Are you self employed? Yes / No ABN:		
Accountant Name:	phone:	

3. Employment Details - Applicant 2

Occupation	Employers Name	
Employment Address		
Suburb	Postcode	
Employer Phone No	Contact Name	
Length at current employment: Years:	Months:	
Net Income \$	Per Week \$	Per Month \$
Are you self employed? Yes / No ABN:		
Accountant Name:	phone:	

4. Social Security Benefits OR Centrelink Payment

Type	CRN:	
\$	Per Week	\$ Per Month

4. Social Security Benefits OR Centrelink Payment

Type	CRN:	
\$	Per Week	\$ Per Month

5. Referees - Applicant 1 - (NOT co-applicant or family)

1. Reference name _____
 Address: _____
 Home Phone _____ Mobile No _____

2. Reference name _____
 Address: _____
 Home Phone _____ Mobile No _____

6. Emergency Contact Details - Not same as co-applicant

Name _____ Phone No _____
 Address _____
 Suburb _____ Postcode _____
 EMAIL Address: _____

5. Referees - Applicant 2 - (NOT co-applicant or family)

1. Reference name _____
 Address: _____
 Home Phone _____ Mobile No _____

2. Reference name _____
 Address: _____
 Home Phone _____ Mobile No _____

6. Emergency Contact Details - Not same as co-applicant

Name _____ Phone No _____
 Address _____
 Suburb _____ Postcode _____
 EMAIL Address: _____

7. Original Identification & proof of income MUST be enclosed with your application. Incomplete applications cannot be processed.

PLEASE BRING ORIGINAL IDENTIFICATION AND PROOF OF INCOME TO OFFICE FOR COPYING

Drivers Licence Passport Medicare Card Bankcard
 Copy of recent Payslips OR Copy of Bank Statement OR Centerlink Statement

8. Please answer ALL Questions – circle your response Provide details if required

Do you have applications pending on other properties? Yes - No _____
 Has your tenancy ever been terminated? Yes - No _____
 Have you ever been refused a rental property? Yes - No _____
 Are you in debt to another landlord or agent? Yes - No _____
 Have deductions ever been taken from your bond? Yes - No _____

Do you currently own a house, unit or property? Yes - No _____
 Address _____

Have you ever rented through a real estate not already listed on this application? If so please provide details:

Real Estate Agent Name: _____
 Real Estate Agent Phone: _____
 Real Estate Agent Email: _____
 Address of Rental Property: _____

9. Declaration of Authority

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 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 • TRA: (02) 9363 9244 • TICA: 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:

- (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)

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.

Printed Name Applicant 1: _____

Signature Applicant 1 _____ Date _____

Printed Name Applicant 2: _____

Signature Applicant 2 _____ Date _____

10. Payment Details

Property Rental Per Week \$ _____
 Rent in Advance \$ _____
 Rental Bond (4 weeks rent) \$ _____
 Total Due \$ _____ Eftpos / BPay