

TENANCY APPLICATION REQUIREMENTS

BEFORE APPLICATIONS WILL BE CONSIDERED, EACH APPLICANT MUST ACHIEVE A MINIMUM OF 100 POINTS USING THE FOLLOWING GUIDE:

ADDRESS OF RENTAL PREMISES YOU WISH TO APPLY FOR:

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LAST 4 RENT RECEIPTS	50 POINTS
DRIVERS LICENCE	40 POINTS
PHOTO ID (OTHER THAN DRIVERS LIC.)	30 POINTS
PASSPORT	30 POINTS
CURRENT VEHICLE REGO. PAPERS	10 POINTS
MIN. 2 REFERENCES FROM PREV. LANDLORD/AGENT	20 POINTS
COPY OF ELECT./PHONE/GAS ACCOUNT OR BANK STATEMENT	10 POINTS
COPY OF BIRTH CERTIFICATE	10 POINTS

- WRITTEN PROOF OF INCOME (PAY SLIP OR LETTER FROM EMPLOYER) MUST BE SUPPLIED WITH THIS APPLICATION.

SHOULD YOU NOT BE ABLE TO MEET THE 100 CHECKPOINTS THIS APPLICATION CAN PROCEED NO FURTHER.

PLEASE SUPPLY COPIES OF ALL DOCUMENTS.

NO APPLICATIONS WILL BE ACCEPTED UNTIL ALL DETAILS HAVE BEEN SUPPLIED.



DISCLAIMER/AUTHORITY

I/WE, THE SAID APPLICANT, DO SOLEMNLY AND SINCERELY DECLARE THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT AND THAT ALL OF THE INFORMATION WAS GIVEN OF MY OWN FREE WILL. I FURTHER AUTHORISE BURDETT REAL ESTATE TO CONTACT AND OR CONDUCT ANY ENQUIRIES AND OR SEARCHES WITH REGARD TO THE INFORMATION AND REFERENCES SUPPLIED IN THIS APPLICATION.

I/WE, THE SAID APPLICANT DO SOLEMNLY AND SINCERELY DECLARE THAT I AM OVER 18 YEARS OF AGE AND ELIGIBLE TO ENTER INTO THIS AGREEMENT.

I/WE, THE SAID APPLICANT DO SOLEMNLY AND SINCERELY DECLARE:

1. I/WE HAVE INSPECTED THE PROPERTY LOCATED AT.....
2. I/WE HAVE OF MY/OUR OWN ACCORD DECIDED THAT I/WE WISH TO RENT THE AFORMENTIONED PROPERTY COMMENCING/...../...../. FOR A PERIOD OF 26 WEEKS/52 WEEKS (PLEASE SELECT).
3. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE THAT THE RENTAL FOR THE AFORESAID PROPERTY IS TO BE \$.....
4. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE THAT THE RENTAL FOR THE SAID PROPERTY IS TO BE PAID EVERY WEEK/FORTNIGHT/MONTHLY AND IS TO BE IN ADVANCE AT ALL TIMES.
5. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE THAT THE BOND FOR THE AFORESAID PROPERTY WILL BE \$..... AND I/WE FURTHER AGREE AND UNDERTAKE TO PAY THE SAID BOND ON/ BEFORE SIGNING THE TENANCY AGREEMENT. I /WE FURTHER AUTHORISE BURDETT REAL ESTATE TO ATTEND TO ALL DETAILS REGARDING THE LODGEMENT OF THE SAID RENTAL BOND WITH THE APPROPRIATE AUTHORITY.
6. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE THAT SHOULD THERE BE ANY REQUIREMENT TO COMMENCE PROCEEDINGS FOR RECOVERY OF RENT, REPAIRS AND OR DAMAGE TO THE AFORESAID PROPERTY DURING THE TIME OR AT THE EXPIRATION OF THE TENANCY AGREEMENT ALL COSTS ASSOCIATED WITH THESE PROCEEDINGS SHALL BE ABLE TO BE RECOVERED FROM ME.
7. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE TO PAY THE EQUIVALENT OF ONE (1) WEEKS RENT (BY BANK CHEQUE/CASH OR EFTPOS) TO ACCOMPANY THIS APPLICATION AS A RESERVATION FEE.
8. I/WE HAVE BEEN INFORMED, UNDERSTAND AND AGREE THAT THE SAID ONE WEEKS RENT WILL BE ALLOCATED TO THE FIRST WEEKS RENT THAT BECOME DUE AND PAYABLE OR WILL FORM PART OF THE BOND.
9. **I/WE GIVE PERMISSION FOR BURDETT R/E TO CONTACT THE SUPPLIED REFEREES OVERLEAF IN ORDER TO PROCESS THIS APPLICATION.**

APPLICANT NAME _____ SIGNATURE _____

APPLICANT NAME _____ SIGNATURE _____

OFFICE USE ONLY	
RENT:	\$
BOND:	\$
LEASE FEE:	\$15.00
TOTAL:	\$
*LESS; DOH	\$
HOLD. DEP:	\$
BALANCE:	\$

TENANCY APPLICATION

PREMISES: **START:** 3/6/12months

APPL 1: FULL NAME: **PH:**
DOB: **ID:**
EMPLOYER:

APPL 2: FULL NAME: **PH:**
DOB: **ID:**
EMPLOYER:

CHILDREN(ages)..... / / / **PETS:**

CURRENT ADDRESS:
RENT PAID Per Week:..... **BOND PAID:**..... **THERE FOR:**
AGENTS NAME & NUMBER:
REASON FOR VACATING:
.....

PREVIOUS ADDRESS:
RENT PAID Per Week:..... **BOND PAID:**..... **THERE FOR:**
AGENTS NAME & NUMBER:
REASON FOR VACATING:
.....

HAVE YOU EVER BEEN EVICTED: **WHEN?**

IN CASE OF EMERGENCY: (Family member or friend)
Contact Name **PH**
Contact Name **PH**

***DECLARATION:** I acknowledge that the holding deposit paid (1weeks rent) will be non refundable for the period of time the premises is held off the rental market, in the event of my not proceeding with the tenancy. Alternatively the deposit will be used as part of the 2 weeks rent due on commencement of my tenancy. Also that the information given above is true and correct.

(Signed)..... (Signed).....
DATE: