**Property Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Particulars of Applicant(s)**

**Applicant (s) Details**

|  |  |  |  |
| --- | --- | --- | --- |
| SURNAME |  | GIVEN NAME |  |
| ADDRESS |  |
| DATE OF BIRTH |  | CITIZENSHIP |  |
| PHONE PRIVATE |  | PHONE BUSINESS |  |
| DRIVER’S LICENCE NO |  | CAR REGISTRATION NO |  |
| EMAIL ADDRESS |  |
| NUMBER OF OCCUPANTS | ADULT CHILDREN (AGE ) |
| PET(S): YES/NO |  | DOG/CAT/FISH/BIRD |  |

**Employment History**

|  |  |  |  |
| --- | --- | --- | --- |
| OCCUPATION |  | EMPLOYER |  |
| BUSINESS ADDRESS |   |
| CONTACT PERSON’S NAME |  | PHONE |  | PERIOD EMPLOYED |  |

**Tenancy History**

|  |  |
| --- | --- |
| NAME OF LAST OR PRESENT LANDLORD/ AGENT |  |
| ADDRESS |  |
| CONTACT PERSON’S NAME |  | PHONE |  |
| PERIOD OF TENANCY |  | WEEKLY RENT  |   |

**PERSONS TO BE NOTIFIED IN AN EMERGENCY**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NAME  |  | PHONE (HOME) |  | (MOBILE) |  |
| ADDRESS |
| NAME |  | PHONE (HOME) |  | (MBOILE) |  |
| ADDRESS |

**Terms of Tenancy:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Period |  | CommencingDate |  | Rental($) Per fortnight payable in advance |  |

Unfurnished /furnished as per attached inventory. Other terms as contained in a residential tenancy agreement to be prepared

**Notice**: Section 42A of the Property, Stock and Business Agents Act 1941 provides than an application to review a statement of claim or itemized account may be made to the Real Estate Services Council within 28 days after the statement of claim or itemized account is served on you.

**Authority by Each Applicant**: I authorize the landlord’s agent to check with my employer and my last or present landlord/ agent, as to my suitability as a tenant, and to request and receive from other real estate agencies information regarding my previous tenancies.

SIGNATURE(S) OF APPLICANT (1) DATE

SIGNATURE(S) OF APPLICANT (2) DATE

SIGNATURE(S) OF APPLICANT (3) DATE

NAME OF LANDLORD'S AGENT

SIGNATURE OF AGENT DATE

**TENANCY CRITERIA**

In order to process your application, the following information must be attached:

\_ PHOTO I.D. - Licence or Passport

\_ BAN KCARD, CREDIT/DEBIT CARD, MEDICARE / HEALTH CARD

\_ PROOF OF CURRENT RESIDENTIAL ADDRESS i.e. Last paid bill

\_ PROOF OF INCOME i.e. Pay slips/ Centrelink statement

\_ BANK STATEMENT the most recent statement

\_ TENANCY LEDGER FROM YOUR CURRENT MANAGING AGENT OR LANDLORD

\_ LETTER FROM EMPLOYER

\_ LETTER FROM LANDLORD/ AGENT

If the tenancy criteria are not met, then the Landlord's agent may choose to NOT process your application or the Landlord may choose NOT to accept your application

**Payment method**

**Bank/ Direct Transfer**

**Commonwealth Bank**

**Account name: WEL REALTY PTY LTD - RENTAL TRUST ACCOUNT**

**BSB: 062 194 ACCOUNT NUMBER: 1035 9987**