



**F. APPLICANT HISTORY****9. How long have you lived at your current address?**

		Years			Months
--	--	-------	--	--	--------

**10. Why are you leaving this address?**

**11. Landlord/Agent details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$
**12. What was your previous residential address?**


Postcode

**13. How long did you live at this address?**

		Years			Months
--	--	-------	--	--	--------

**14. Landlord/Agent details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

Was bond refunded in full?

If not why not?

**G. EMPLOYMENT HISTORY****15. Please provide your employment details**

What is your occupation?

What is the nature of your employment?  
(FULL TIME/PART TIME/CASUAL)

Employer's name (inc. accountant if self employed or institution if student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

		Years			Months
--	--	-------	--	--	--------

Net Income

 \$
**16. Please provide your previous employment details**

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

		Years			Months
--	--	-------	--	--	--------

Net Income

 \$
**PLEASE PROVIDE US WITH 100 POINTS OF ID**

Photo ID	50 each
Birth Certificate	10
Other ID	20
Last 4 Rent Receipts	50
2 Written Reference	20
Copy of Utilities Bill	10
Registration Paper	10
Plus 4 weeks of Pay slips, Current Bank Statements & written references from Landlord or Agent	

**H. CONTACTS / REFERENCES****17. Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

**18. Please provide 2 personal references (not related to you)**

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

**I. OTHER INFORMATION****19. Car Registration**

**20. Please provide details of any pets**

Breed/type

Council registration / number

1.	
2.	

**J. PAYMENT DETAILS****Property Rental**
 \$ per week

First payment of rent in advance

 \$

Rental Bond (4 weeks rent):

 \$

Sub Total

 \$

Less: Holding deposit (see below)

 \$
**Amount payable on signing tenancy agreement  
(bank cheque or money order only)**
 \$
**K. HOLDING FEE**

The holding fee can only be accepted after the application for tenancy is approved.

The holding fee (not exceeding 1 week's rent) of ..... keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement).

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

(i) The application for tenancy has been approved by the landlord; and  
(ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement;

and  
(iii) If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee;

and  
(iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.

(v) The whole of the fee will be refunded to the prospective tenant if:

(a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period

(b) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

**Signature of Landlords agent**

**Date**

**Signature of Applicant**

**Date**