

## APPLICATION FOR RESIDENTIAL TENANCY

**IMPORTANT:** This application for residential tenancy will not be processed until ALL details have been completed and supporting documents provided for each applicant. Full details should be provided to ensure effective processing. It is in each individual applicant's best interest to provide different personal referee details.

**PROPERTY APPLYING FOR:**

Tenancy Term:	<input type="checkbox"/> 6 Months or <input type="checkbox"/> 12 Months	Preferred Lease Start Date: _____ / _____ / _____	
Viewed the Property:	<input type="checkbox"/> I have not yet viewed	<input type="checkbox"/> I viewed the property on _____ / _____ / _____	
Rental Amount:	\$ _____ per week	Will you be receiving government assistant for rent?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Bond Amount:	\$ _____	Will you be receiving government assistant for bond?	<input type="checkbox"/> YES <input type="checkbox"/> NO

*NOTE:* If rent is less than \$250 per week bond held is 4 weeks rent. If rent is more than \$250 per week bond held is 6 weeks rent.

<i>Applicant 1</i>	<i>Applicant 2</i>
<b>PERSONAL DETAILS</b>	<b>PERSONAL DETAILS</b>
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Dr
Full Name:	Full Name:
Date of Birth:	Date of Birth:
Current Address:	Current Address:
Occupation:	Occupation:
Home Phone:	Home Phone:
Work Phone:	Work Phone:
Mobile:	Mobile:
Email:	Email:
Marital Status:	Marital Status:
Drivers Licence:	Drivers Licence:
Car Rego:	Car Rego:
<b>CURRENT RENTAL HISTORY</b>	<b>CURRENT RENTAL HISTORY</b>
Landlord or Agent Name:	Landlord or Agent Name:
Phone:	Phone:
Email Address:	Email Address:
Address of Rental Property:	Address of Rental Property:
Rent Per Week: \$	Rent Per Week: \$
Lease Start Date: _____	Date of Lease Expiry: _____
Are you expecting a full bond refund	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for leaving:	Reason for leaving:
<b>PREVIOUS RENTAL HISTORY</b>	<b>PREVIOUS RENTAL HISTORY</b>
Landlord or Agent Name:	Landlord or Agent Name:
Phone:	Phone:
Email Address:	Email Address:
Address of Rental Property:	Address of Rental Property:
Rent Per Week: \$	Rent Per Week: \$
Did you receive a full bond refund	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reason for leaving:	Reason for leaving:

Please tick if you do not wish for your information to be used by Professionals Prospect or affiliated companies for direct marketing.

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T: 08 8269 5333  
E: prospectrentals@professionals.com.au

<b>CURRENT EMPLOYMENT</b>	<b>CURRENT EMPLOYMENT</b>
Company Name:	Company Name:
Company Address:	Company Address:
Supervisors Name:	Supervisors Name:
Supervisors Phone:	Supervisors Phone:
Supervisors Email:	Supervisors Email:
Length of Employment:	Length of Employment:
Net Weekly Income: \$	Net Weekly Income: \$
<b>PREVIOUS EMPLOYMENT (If under 3 years)</b>	<b>PREVIOUS EMPLOYMENT (If under 3 years)</b>
Company Name:	Company Name:
Company Address:	Company Address:
Supervisors Name:	Supervisors Name:
Supervisors Phone:	Supervisors Phone:
Supervisors Email:	Supervisors Email:
Length of Employment:	Length of Employment:
Net Weekly Income: \$	Net Weekly Income: \$
<b>SELF EMPLOYED</b>	<b>SELF EMPLOYED</b>
Company Name:	Company Name:
Company Address:	Company Address:
Accountants Name:	Accountants Name:
Accountants Phone:	Accountants Phone:
Accountants Email:	Accountants Email:
Number of Years in Business:	Number of Years in Business:
Net Weekly Income: \$	Net Weekly Income: \$
<b>STUDENT</b>	<b>STUDENT</b>
Place of Study:	Place of Study:
Course Details:	Course Details:
Net Income: \$ <input type="checkbox"/> Week <input type="checkbox"/> Fortnight <input type="checkbox"/> Month	Net Income: \$ <input type="checkbox"/> Week <input type="checkbox"/> Fortnight <input type="checkbox"/> Month
<b>CENTRELINK PAYMENTS</b>	<b>CENTRELINK PAYMENTS</b>
Type of Payment:	Type of Payment:
Net Fortnightly Income: \$	Net Fortnightly Income: \$
<b>NEXT OF KIN</b>	<b>NEXT OF KIN</b>
Full Name:	Full Name:
Address:	Address:
Relationship:	Relationship:
Home Phone:	Home Phone:
Work Phone:	Work Phone:
Mobile:	Mobile:
Email:	Email:

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PERSONAL REFERENCES	PERSONAL REFERENCES
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:

### OTHER OCCUPANTS

*NOTE: Full names and ages of all people including children who will be residing in the property.*

Full Name:	Full Name:
Date of Birth:	Date of Birth:
Full Name:	Full Name:
Date of Birth:	Date of Birth:

### PETS

Type of Pet:	Type of Pet:
Breed:	Breed:
Age:	Age:
Registration Number:	Registration Number:
Microchip Number:	Microchip Number:
Type of Pet:	Type of Pet:
Breed:	Breed:
Age:	Age:
Registration Number:	Registration Number:
Microchip Number:	Microchip Number:

### IDENTIFICATION & INCOME CHECK

*NOTE: In order for your application to be processed proof of your identification and income documents must be submitted.*

IDENTIFICATION	INCOME
<input type="checkbox"/> Drivers Licence & Medicare Card	<input type="checkbox"/> Payslips x 4
<input type="checkbox"/> Passport	<input type="checkbox"/> Bank Statement
<input type="checkbox"/> Proof of Age	<input type="checkbox"/> Centrelink Statement
<input type="checkbox"/> Student ID	<input type="checkbox"/> Last Financial Year Tax Return

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### APPLICATION PROCESSING TERMS AND CONDITIONS

1. Your application will be processed with the information provided and submitted to the landlord for their acceptance or non-acceptance for tenancy. We will endeavour to contact you regardless of the outcome.
2. No reason will be provided for non-acceptance of your application (if applicable).
3. Should your application be successful you will be asked to pay the bond, two weeks rent and sign the lease within 24 hours.
4. That upon being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant/s choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.

### DECLARATION

The applicant acknowledges:

1. Landlords insurance will not cover Tenant/s contents and it is advised that the tenant should obtain contents and public liability insurance.
2. The terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
3. Any phone line, TV point and/or Pay TV point is not guaranteed to be connected and the Landlord will not be responsible for paying any connection fee. This will be at the Tenant/s cost.
4. It is a tenant responsibility to arrange connection of electricity, gas, telephone and internet to the property once the application has been approved. However, we are able to assist in this process through Direct Connect.
5. That unless agreed otherwise the Tenant will be responsible for all water supply and usage costs pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.
6. The Tenant agrees to no smoking in the premises as it all rental properties managed by Professionals Prospect are 'smoke free'.

I hereby offer to rent the property from the Landlord 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 this application is subject to the approval of the Landlord and declare that all information contained in this application 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 Landlord or the Agent of my current or previous residence; b) My employer/s and any payroll employees as necessary; c) My personal referees and next of kin; d) Any record listing or database of defaults by tenants

If I default under a residential tenancy agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to Agents and/or Landlords of properties I may apply for in the future.

### AUTHORITY AND PRIVACY ACT

The applicants and each of them acknowledge and authorise the Agent to make all necessary enquires to verify the information provided herein, including information relating to employment, rental history and personal references, and to report on these matters to the Landlord under the provisions of the Privacy Act (SA) [www.privacy.gov.au](http://www.privacy.gov.au)

The Agent uses personal information collected from you to act as the agent and to perform its obligations as agent. The Agent may disclose information's to other parties such as its client, to potential purchasers of the property, or to clients of the Agent both existing and potential, as well as to tradespeople, strata corporations, government bodies and to other parties as required by law. The Agent will only disclose information in this way to other parties as required to perform their duties for purposes specified above or as otherwise allowed under the Privacy Act 1988. If you would like to access this information you can do so by contacting the Agent at the address and contact numbers stated on the application form. You can correct any information it is inaccurate, incomplete or out of date. Real estate and tax law requires some of this information to be collected.

### SIGNED BY THE APPLIANT/S

APPLICANT 1 (PRINT NAME): \_\_\_\_\_ APPLICANT 1 (SIGNED): \_\_\_\_\_

APPLICANT 2 (PRINT NAME): \_\_\_\_\_ APPLICANT 2 (SIGNED): \_\_\_\_\_

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### UTILITY CONNECTION- This **FREE** service can save you time and connect all your utilities



MAKES MOVING EASY



**Direct Connect can help arrange for the connection or provision of the following utilities and other services:**

- |                                   |   |                               |                                 |                              |
|-----------------------------------|---|-------------------------------|---------------------------------|------------------------------|
| <input type="radio"/> Electricity | <input type="radio"/> Gas               | <input type="radio"/> Phone   | <input type="radio"/> Internet  | <input type="radio"/> Pay TV |
| <input type="radio"/> Removals    | <input type="radio"/> Truck or van hire | <input type="radio"/> Cleaner | <input type="radio"/> Insurance |                              |

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application

Signature of Applicants: \_\_\_\_\_ Date:...../...../..... Application sent to Direct Connect (if required)