

Residential Tenancy Application Professionals – Salisbury

For your application to be processed you must answer all questions (including the attached pages)

74 Park Terrace, SALISBURY SA 5108
Ph: (08) 8258 1311
email: salisbury@professionals.com.au



What is the address of the property(s) you would like to rent?

Lease commencement date?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Lease Term?

Years	Months
<input type="text"/>	<input type="text"/>

How many people will normally occupy the property?

Adults	Children
<input type="text"/>	<input type="text"/>

APPLICANT 1

1. Please give us your details

Mr Mrs Miss Ms Dr

Given name/s Surname

Date of Birth Car registration no. & State

Drivers licence/Passport no. Licence state/ Passport country Expiry Date

Pension/Medicare no. (if applicable) Pension type (if applicable)

Home phone no. Mobile phone no.

Work phone no. Email address

What is your current address?

APPLICANT 2

1. Please give us your details

Mr Mrs Miss Ms Dr

Given name/s Surname

Date of Birth Car registration no. & State

Drivers licence/Passport no. Licence state/ Passport country Expiry Date

Pension/Medicare no. (if applicable) Pension type (if applicable)

Home phone no. Mobile phone no.

Work phone no. Email address

What is your current address?

UTILITY CONNECTION-



FREE Utility Connection Service - with a difference!

Electricity Gas Internet Phone Pay TV Insurance

- Access to genuinely discounted utility offers
- Choose your providers in your own time
- Save time, no long holds with a call centre
- Connect all your services in around 3 minutes on your mobile or computer



We will send you a personal invitation to connect via email and text once you have been approved to rent a property. Once you receive it, please click on the link and take 3 minutes to sign up online.

Move Me In is a FREE utilities connection service that offers you great discounted deals, saving you money right from the start! Other companies may have only ever offered you the standard off the shelf utility plans but Move Me In presents you with a selection of utility providers to choose from on our quick and easy online portal, so you can pick the discounted plan that suits you best.

E: support@movemein.com.au P: 1300 911 947 www.movemein.com.au

APPLICANT 1

2. How long have you lived at your current address?

Years Months

Name of landlord or agent (Please tell us about this rented property)

Landlord/agent's phone no.

Weekly rent paid

\$

Why are you leaving this address?

3. What was your previous residential address?

Please give us further information about this rented property

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$

How long did you live at this address?

Years Months

Why did you leave this address?

4. Please provide your employment details (Proof of income required)

What is your occupation?

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

Employer's address

Contact name

Phone no.

Length of employment

Years Months

Weekly income

\$

5. Next of kin details (not residing with you)

Surname

Given name/s

Home no.

Work/mobile

Relationship to you

6. Please provide two personal references (not related to you) Please ensure each has agreed for you to nominate them as a referee and names must be given that can be contacted during business hours

1. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

2. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

APPLICANT 2

2. How long have you lived at your current address?

Years Months

Name of landlord or agent (Please tell us about this rented property)

Landlord/agent's phone no.

Weekly rent paid

\$

Why are you leaving this address?

3. What was your previous residential address?

Please give us further information about this rented property

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

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Relationship to you

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1. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

2. Surname

Given name/s

Home no.

Work/mobile

Relationship to you

7. Full names and ages of all OTHER persons who will reside at the property

Names	Date Of Birth	Names	Date Of Birth
1.		2.	
3.		4.	

8. Please provide details of any pets

Breed/type	council registration number
1.	
2.	
3.	

9. Registration, make & model of all vehicles permanently kept at the property

1.	2.
3.	4.

10. THESE PREMISES ARE SMOKE FREE INSIDE.

11. Payment details

Please indicate how you propose to pay your bond:

Own funds Borrowed funds SA Housing Trust

Please indicate how you propose to pay your initial rent

Own funds Borrowed funds SA Housing Trust

Do you own an investment property or know someone who does?

Yes No

Property rental

\$ Per week OR \$ per month

First payment of rent two weeks in advance

\$
\$
\$

Rental bond 4 / (6 weeks if rent more than \$800 per week)

Sub total (payable before possession of property)

Payment Method: Direct or Internet Banking Bpay

IDENTIFICATION CHECK LIST

Before any application will be considered each applicant must achieve a minimum of 100 points. Applications take approximately 36 hours to process, however if you do not supply sufficient identification (as required below) this will delay the process and the property may be let to another applicant.

Drivers licence / photo identification / Passport (compulsory)	50 points
Documentary evidence of income and / or Benefits received (compulsory)	30 points
Electricity / phone account / car registration From current address or raa card	10 points
Current residential tenancy agreement	40 points
Last two rent receipts / current rental Ledger or rates notice from current address	20 points
Written references	10 points
Health care / pension card	10 points

Please note that we must have documentary evidence of income or benefits received and photo identification

Here is a Guideline in what you will need and should know when you apply for a Rental Property with our Agency

OFFICE HOURS: Monday to Friday 9.00am – 5.00pm (Closed Public Holidays)

If any of our available rental properties are of interest to you – please attend the open inspection and complete the application form online, with your application you will need to provide:

- Current rental references
- A personal reference
- Verification of your employment/source of income (last 3 payslips/Income Statements)
- Your signed authorisation to allow us to check your references
- Photo identification + Completion of our “100 Point Check List”

Company Policy :-

- * **Affordability must not exceed 35% of your total net weekly income.**
- * **Previous Rental History - Must not have received a Form 2 in the last 12 months.**
- * **No re-inspections in the last 12 months.**

Please allow 3-4 Business working days to process your applications form, you will be contacted either way if you are successful or not.

Should your application be accepted, we will require you're Bond and initial 2 weeks rent within 24 hours to secure the property.

This Agency is a member of the Tenancy Information Centre of Australia (T.I.C.A).

Professionals Salisbury's Rent Arrears Policy

If you fail to keep your rent up to date, Professionals Salisbury's rent arrears policy will be to contact you. Each contact will record against your rental ledger; this is used as your reference when applying for future rental properties and may affect your credit history.

Any Tenancy default and Tribunal Hearings may result in being placed on the Tenancy Information Centre of Australia database. Please note this is a cashless office. Professionals Salisbury has a Zero Tolerance on Rent Arrears.

DECLARATION

The applicant acknowledges:

1. that the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
2. that 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.

2.8 Applicant to pay all costs associated with Telephone/Internet Connection. It is the applicant's own responsibility to ensure the phone and internet connectivity at the property, meet the applicant's requirements and will not hold Professionals Salisbury liable.

The Applicant agrees to pay all costs associated with any telephone/internet connection and usage to the property, regardless of outlet provision.

2.9 Applicant to pay all costs associated with TV Antennae

The Applicant agrees to pay all costs associated with supply, installation or rectifying any television antennae to the premises

3. 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.

4. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property as per SA Water calculations. Costs to be calculated on a daily basis.

5. Please Note: Our tenancy agreements contain a special clause stating:. NO SMOKING INSIDE THE PREMISES

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 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;

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. I am aware that I may access personal information on the contact details above.

Signature of applicant 1 _____ Date...../...../..... Signature of applicant 2 _____ Date...../...../.....

Applicant 1 (Print your name) _____ Applicant 2 (Print your name) _____

Request to Sign Tenancy Agreement for Unseen Property

PROPERTY ADDRESS

APPLICANT NAME/S
APPLYING FOR TENANCY

I/ We have submitted application/s for tenancy at the above property. If approved as tenant/s, I/we request to sign a residential tenancy agreement prior to inspecting the property personally and confirm the following:

- I/We have not personally inspected the property that my/our application for tenancy relates to.
- I/We understand that the agent's recommendation is to inspect the property prior to submitting an application for tenancy.
- I/We request the agent to process the application/s for tenancy and if approved, to forward the residential tenancy agreement for my/our completion with signature/s and date. I/We acknowledge and understand that by signing the residential tenancy agreement I/we are entering into a binding tenancy agreement.
- I/We have viewed details and photos of the property advertised by the agent and understand it cannot equal representation of the property as an inspection on site by myself/ourselves.
- I/We have conducted research about the property, comparable rentals and location and are satisfied with results sourced via resources, e.g. Google maps, street directory, rental property comparisons via other real estate agents and www.realestate.com.au.
- I/We understand that after signing the residential tenancy agreement, I/we change my/our mind to proceed with the tenancy and I/we elect to break the tenancy agreement, I am/we are obligated to all terms of the residential tenancy agreement including rent until another approved tenant commences a tenancy for the same terms of the tenancy agreement broken.

NB: ALL APPLICANTS ARE TO COMPLETE THE FOLLOWING SECTION:

APPLICANT NAME

Signature

Date

APPLICANT NAME

Signature

Date

AGENCY NAME

Signature

Date
