

We accept payment of bond & rent by



Application for Tenancy

Property: _____

All adults to be living at the premises complete applications for tenancy.

Applicant's Name: (full name).....
Mobile No..... Email addr:
Date of Birth / / Number of Adults..... Number of Children.....Ages.....
Tenancy Requirements: Duration;.....months Potential Start Date:.....

Current Residential Address.....
Phone Number.....
Is present home (please circle) rented, owned, living with partner, parents or friends, other
If rented, amount of rent paid per week \$..... Period of Tenancy: to

Name of Landlord/agent:.....
Phone number: Reason for leaving:

Previous Premises Address:.....
Amount of rent paid per week \$..... Period of Tenancy..... to

Name of Landlord/agent:.....
Phone Number:..... Reason for leaving:

Employment - If applicants are unemployed, pension details must be verified.

Current Employed by: Since:
Business Address..... Phone:.....
Position Held:..... Weekly Salary:.....
Contact person: Phone:

Previous Employer: From:.....to

Business Address..... Phone:.....
Position Held:..... Weekly Salary:.....
Contact person: Phone:

Personal References (non family members)

Name..... Daytime contact No:.....
Mobile Number:.....
Address:.....

Name..... Daytime contact No:.....
Mobile Number:.....
Address:.....

Car details & Driver's License No......State.....Exp date.....
Motor Vehicle Make/Model..... Rego.....

Bank References

.....chq/sav acc no:.....

Emergency Contact Details

Name.....
Address:.....
Phone:.....Relationship:.....
Do you have any pets? Type:

Do you Smoke? (please circle) Y / N

During my inspection I found the property to be in a reasonably clean condition Y/N. If 'No', I request the following items be attended to prior to the commencement of my tenancy, subject to the owners approval.

.....
.....

I state that the written details are true and correct and given in support of my tenancy application to Drake Real Estate Pty Ltd. I understand the Privacy Act allows Drake Real Estate Pty Ltd to give certain personal information about me including information contained in the tenancy application. I understand this information may be used to process my application for tenancy and credit reference or credit application. I authorise Drake Real Estate Pty Ltd to make inquiries about the information included in this tenancy application from any source.

Applicant's Name:.....

Applicant's Signature.....

Date

FOR BOND AND INITIAL RENT, ONLY CREDIT CARD, EFT, CASH OR BANK CHEQUE IS ACCEPTED.

Cheques made out to Drake Rental Trust. Lease preparation fee is \$15.00. Total amount due:

Please note keys are given after all rent and bond monies have been paid and the lease signed by all parties.

Payment of monies by credit card via Rental Rewards has a convenience fee of 1.76% (incl GST) payable.



Please nominate your preferred ongoing rent payment method:

- 'Set & Forget' – automatic debit payments from your nominated credit card
 - 'Rent Reminders' – receive an SMS / Email and simply reply 'YES' to pay
- Register and pay rent by your VISA credit card to receive FREE Rent Protection Cover. Conditions apply.
- Rental Rewards Registration form completed (if required) by Tenant and faxed to (02) 9352 3120

ELECTRICITY: 13 15 35 GAS (AGL): 13 12 45 TELSTRA: 1800 736 836 OPTUS: 1800 550 124

Reservation

Reservation fee: \$.....Reservation Perioddays. In consideration of the above reservation fee paid by the applicant(s) the landlord's agent acknowledges that:

1. The premises will not be let during the above period, pending the making of a residential tenancy agreement.
2. If the landlord has not decided to enter into a residential tenancy agreement in the agreed terms for the residential premises concerned during that period, the whole of the fee will be refunded.
3. If the entering into of the residential agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or the work in the specified period, the whole of the fee will be refunded.
4. If the applicant(s) decide(s) not to enter into such an agreement, and the premises were not let or otherwise occupied during the period they were reserved (based on the proposed rent), no refund shall be given.
5. If a residential tenancy agreement is entered into, the fee is to be paid towards rent for the residential premises concerned.

NOTICE: Section 42A of Auctioneers and Agents Act 1941. Provides that the application to review itemised account may be made to the Department of Fair Trading 28 days of itemised account being served on you.

TENANCY SELECTION CRITERIA

All adult applications must be accompanied by the following:

1. **Photographic Identification for example:**
 - Drivers license
2. **Employment pay slips x 2**
3. **Latest bank account statement**
4. **Complete Rental Ledger from current agent**
5. **References from previous landlords or Real Estate Agents if phone contact is not available**
 - **Copies of Previous Rent receipts**
6. **Proof of Previous Residential Addresses, such as:**
 - Electricity account
 - Telephone account

<u>Office use only</u>	
<u>Tenant</u>	<u>Owner</u>
Payments:	Term:
Bond:	Rent:
Duration:	Notes:
Move in date:	
Notes:	
Date accepted:	
Authorised:	

Should an applicant fail to meet our tenancy application selection criteria, the application will not be processed. Our office reserves the right to allow for any changes to the above criteria.