

**Absolute Real Estate NT
30/119 Reichardt Rd
Winnellie**

APPLICATION FOR TENANCY – Priority processing for fast entry

Best contact number:

Property applying for: _____

Date of showing: ___ / ___ / ___ We apply for tenancy for a period of ___ months, from ___ / ___ / ___
at a rent of \$ _____ per week.

No. of occupants (Adults) _____ (Children under 18) Age & names: _____

Email: _____ Have you previously rented together YES / NO

No. of pets _____ Breed/s _____ Size _____

Have you applied for accommodation through any government department? Yes / No.
If so, when did you apply ___ / ___ / ___. When is allocation expected? _____

How did you hear about this property? Website friend's referral rental listing Other

To process this application you are requested to answer all questions to the best of your ability. Fill in all boxes please. Any false information provided will void your application. Any information provided in your Application may be passed onto a Tenancy Information Center or Insurance Company, in the event of a default occurring.

When this application is approved, all monies must be paid in full to CBA or by bank cheque. The bond is payable at time of signing the lease and rent is to be paid prior to the tenancy starting. We do not accept CASH in our office. (No credit/Eftpos facilities avail)

Each applicant must complete each section

Full name of applicants (and Service ID if in Defence Forces)	Birth date	Occupation	Annual Income (\$)
1.			
2.			
3.			
4.			

Phone Contacts: 1. _____ 2. _____
3. _____ 4. _____

Drivers License No.	State	Registration No.	Make/Model of Car	Colour
1.				
2.				
3.				
4.				

Present Address	Phone
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1.	
2.	
3.	
4.	

Present Agent / Owners Name	BH Phone #	Weekly rent paid	Time at address
1.			
2.			
3.			
4.			

Reason for Moving
1.
2.
3.
4.

Previous Address – and dates of occupancy
1.
2.
3.
4.

Previous Agent / Owners Name, Reason for moving	BH Phone #	Weekly rent paid	Time there
1.			
2.			
3.			
4.			

Employers Name & Address (if self employed you must present proof of income (i.e.) last financial year statement, tax return)	Phone / Contact	Period of Employ
1.		
2.		
3.		
4.		

Previous Employers Name & Address	BH Phone #	Time
1.		

2.		
3.		
4.		

Next of Kin (Or other person to contact in case to emergency)	Address	Phone
1.		
2.		
3.		
4.		

Personal References Name	Address	Phone
1.		
2.		
3.		
4.		

	YES	NO
Have you ever been evicted by a landlord or agent? If yes, give details _____	<input type="checkbox"/>	<input type="checkbox"/>
Has any landlord or agent ever refused you another property? If yes, give details _____	<input type="checkbox"/>	<input type="checkbox"/>
Are you in debt to another landlord or agent? If yes, give details _____	<input type="checkbox"/>	<input type="checkbox"/>
Is there any reason known to you that would affect your rental payment? If yes, give details _____	<input type="checkbox"/>	<input type="checkbox"/>
Were any deductions made from your security deposit at your last address? If yes, give details _____	<input type="checkbox"/>	<input type="checkbox"/>

To process any application, EACH applicant must provide photo identification. Any additional of the following would be helpful, but not essential

Essential = Photo identification - Drivers license / passport / ID card

Two (2) references from previous agents or owners

Last four (4) rent receipts

Current motor vehicle registration papers

Birth Certificate

Copies of previous electricity, water or phone accounts

Settlement letter from solicitor (if you have sold your property and have no previous rental reference)

Please organize method of payment for rents with your Manager, prior to the signing of the lease.

WE DO NOT ACCEPT CASH IN OUR OFFICE. Options are:

- Net banking with full details input by tenant
- Directly from your salary
- Directly from your bank account (tenant to arrange)
- Mailing cheque to P/O Box 38270, Winnellie.

Name of Applicants and signatures:

APPLICANT 1

APPLICANT 2

APPLICANT 3

APPLICANT 4

I/We, the applicant/s, declare that I/we am/are not bankrupt, and the following information is true and correct. Please sign.

APPLICANT 1 APPLICANT 2 APPLICANT 3 APPLICANT 4
DATE_____

I/we agree to pay by **BANK CHEQUE or DEPOSIT TO CBA**, a Security Deposit (Bond)

of \$_____ (4 weeks rent).

If I/we are successful in this application and a tenancy is entered into I/we agree as follows:

In the event that I/we choose to make my/our rental payments by cheque, and such cheque is dishonored by the bank, I/we agree to re-imburse Absolute Real Estate, by way of a fee of \$30.00 per dishonored/present again cheque (which fee includes bank charges and administration costs), then all further rental payments will only be accepted in the form of a Bank Cheque, Money Order or cash at the Commonwealth Bank.

APPLICANT 1 APPLICANT 2 APPLICANT 3 APPLICANT 4

I/We agree to pay all amounts, which become due, under the terms and conditions of the tenancy agreement by the due date. In default, I/We hereby indemnify Absolute Real Estate on behalf of the Landlord, against all debt collection agency costs, solicitors costs and disbursements incurred or rendered necessary for my/our failure to pay by the due date, and that Absolute Real Estate on behalf of the Landlord places in outside hands for recovery actions. We further accept the \$85 cost for every Notice to Remedy that is made necessary due to my/our late rental payment.

APPLICANT 1 APPLICANT 2 APPLICANT 3 APPLICANT 4

I/We the applicant/s hereby authorise you as the agent to conduct an enquiry with a Tenancy Information Center and any other searches that may verify the information provided by me/us. I/We do solemnly and sincerely declare that the above information is true and correct and has been willingly supplied to assist in the assessment of my/our application.

APPLICANT 1 APPLICANT 2 APPLICANT 3 APPLICANT 4

I/We authorise Absolute to obtain details of my credit worthiness from a) the agent/owner of my current residence, b) my personal referees & employer/s, c) any record, listing or database of defaults by tenants. If I default under a rental agreement, may disclose details of ay such default to any person whom Absolute reasonably considers has an interest in receiving such information.

APPLICANT 1 APPLICANT 2 APPLICANT 3 APPLICANT 4

Privacy Statement

Full Names of Applicants: _____

I/We authorise Absolute Real Estate NT to obtain details of my tenancy / credit worthiness from

- a) The agent / owner of my current and previous residence,
- b) My personal referees and employer/s – current and past
- c) Any record, listing or database of defaults by tenants, such as TICA and NTD Default Tenancy records

I/We understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its member's access to information accumulated from members about tenants who have breached their tenancy agreements.

I / We agree and understand that once a tenancy application has been lodged with a member of a database and an inquiry made with a tenancy database, my/our information may be recorded as making an enquiry and agree that Absolute Real Estate NT may disclose details of any such default to any person whom Absolute Real Estate reasonably considers has an interest in receiving such information.

Signature: _____
Full name of Applicant 1

Signature: _____
Full name of Applicant 2

Signature: _____
Full name of Applicant 3

Signature: _____
Full name of Applicant 4

Instructions to ensure swift completion of your application for tenancy.

(Absolute policy is "all applications are to be processed within 36hours of receiving the application".)

- ✓ Ensure you complete **ALL** areas of the application & the information is **legible & concise**
- ✓ Ensure the phone numbers for your referees are current.
- ✓ Provide the **contact name** of your employment referee. (this person will be asked to verify your term of employment, wage etc)
- ✓ Contact your referees to tell them you have authorized Absolute to obtain private information from them.
- ✓ Send your application **into the Absolute office as soon as possible.**
- ✓ Identification of **all** applicants are to be produced with the application.

PLEASE NOTE

We will be accessing your application on the day that it is submitted, if you have not heard within 36 hours of submitting please contact us at the Absolute office:

Phone-8947 0156. Fax- 8947 0515

Properties are not shown **after** an application has been **received**.

Incomplete information on an application will **delay** the process & could mean you will **miss out** on the property.

If your application is approved

Absolute will expect you to **pay the BOND (4weeks rent) within 12 hours** of approval to secure the property.

Absolute DO NOT accept CASH at our office, only bank cheques, money orders or printed receipts from an EFT.

Cash is only accepted into the Absolute account at a Commonwealth bank branch. (details avail)
An additional 2 weeks rent will be required when you sign the lease & take the keys.