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**APPLICATION FOR TENANCY**

**A photocopy of the following documents must also be provided with this application completed in full.**

- 1. Last four rent trust account receipts
- 2. Drivers Licence
- 3. Proof of income including pay slips
- 4. Current Rental references from previous agents
- 5. Three Character references (phone number and addresses)

Address of premises applied for: .....

Rent per week: ..... Commencement Date ..... Period Of Lease .....

Full Name: ..... Date Of Birth .....

Day Time Phone Number ..... Mobile Phone Number .....

Present Address .....

Name of Current Landlord/Agent ..... Phone Number .....

Phone Number of Current Landlord/Agent ..... Rent Paid Per Week .....

How Long at premises ..... Reason For Vacating ..... Any Outstanding Debt ? **YES / NO**

Any Pending Claims To Recover Debt or Damages On This Or Any Other Property you have rented or occupied ? **YES / NO**

Occupation ..... Employers Name .....

Employers Address .....

Employers Phone Number ..... Period Of Employment ..... Weekly Wage \$ .....

Personal References 1. .... Phone Number .....

2. .... Phone Number .....

3. .... Phone Number .....

Drivers Licence Number ..... Vehicle Rego Number .....

Number Of Persons Who Will Occupy Premises ..... Number Of Adults ..... Number of children ..... Ages Of Children .....

Pets Yes / No (circle) If Yes, Type and amount .....

Signature Of Applicant ..... Date .....

**Note 1: It is acknowledged by the applicant that these references will be verified by the agent and the applicant consents to this.**

**Note 2: It is acknowledged by the applicant that all information given is TRUE and CORRECT.**

***If your application is successful – 4 weeks bond, 2 weeks rent & \$15 lease fee will be required upon signing the lease.***

The payments can only be made by: Four Weeks Bond – **Bank Cheque** or **Postal Order** made out to **RENTAL BOND BOARD**

Two Weeks Rent & \$15 lease fee – **Cash only**

**NO PERSONAL CHEQUES WILL BE ACCEPTED**