

# TENANCY APPLICATION

Date Property Inspected?

## PERSONAL DETAILS

Please give us your details:

Mr  Ms  Miss  Mrs  Dr  Other

Surname  Given Name/s

Date of birth  Driver's licence number

Driver's licence expiry date  Driver's licence state

Passport no.  Passport country

Telephone home number  Telephone mobile number

Telephone work number  Fax number

Email address

## APPLICATION HISTORY

Current residential address

How long have you lived at your current address?  
Years  Months

Why are you leaving this address?

Landlord/Agent details of the property (if applicable)  
Name of landlord or agent

Landlord/agent phone/fax no  Weekly Rent Paid  \$

What was your previous residential address?

How long did you live at this property?  
Years  Months

Why did you leave this address?

Name of landlord or agent

Landlord/agent's phone/fax no. Weekly Rent Paid  \$

Was bond refunded in full?

If not, state why?

# FITZSIMMONS

REAL ESTATE

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Web. www.fitzsimmonsre.com.au

## PROPERTY DETAILS

Address of Property you wish to apply for

Proposed Tenancy Commencement Date  
 Day  Month  Year

Proposed Tenancy Term  
 Months \$

Adults  Children

Name & age of Children

How did you find out about this property?  
Office  The internet  Friend

## EMPLOYMENT HISTORY

Please provide your employment details  
What is your occupation?

What is the nature of your employment? (circle)  
Full Time  Part Time  Casual

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

Employer's Address (accountant if self employed or institution if student)

Contact name  Phone no.

Length of employment  Year  Months  Net Income  \$

Please provide your previous employment details  
Occupation?

Employer's name & Phone no.

Length of employment  Year  Months  Net Income  \$

## OTHER INFORMATION

Car make/model/registration number

Please provide details of any pets  
Breed/type  Council registration number

1.

2.

Are you or any dependants living with you a smoker? Yes/No

## CONTACTS/REFERENCES

Please provide details of a **Personal Representative** (not living with you)

Surname	Given name/s	Relationship to you	Phone Number
<input style="width: 95%;" type="text"/>			

Please provide 2 **References** (not a close friend or family member)

1. Name & Relationship to you

<input style="width: 98%;" type="text"/>	Address
<input style="width: 98%;" type="text"/>	Postcode

Telephone home number

Telephone mobile number

<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>	Email address
<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>

2. Name & Relationship to you

<input style="width: 98%;" type="text"/>	Address
<input style="width: 98%;" type="text"/>	Postcode

Telephone home number

Telephone mobile number

<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>	Email address
<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>	<input style="width: 98%;" type="text"/>

## DECLARATION

Please declare the following by circling either YES or NO

1. Have you ever been evicted by the agent/lessor.	YES	NO
2. Is there any reason known to you that would affect your ability to pay rent.	YES	NO
3. Was your rental bond at your last address refunded in full. If NO, please advise what deductions were made from your bond?	YES	NO
<input style="width: 95%;" type="text"/>		
4. Do you have any outstanding debt to another agent/lessor? If YES, why are you in debt to your past agent/lessor?	YES	NO
<input style="width: 95%;" type="text"/>		

**We require 100 Points of ID. You MUST have:**

1. A current drivers licence or other Photo ID
2. Current Proof of income
3. Current rent ledger (if renting)

**Application without 100 Points of ID will NOT be accepted.**

- Drivers Licence, Passport, Birth Certificate/Extract 40 Points
- Current Proof of Income; 20 Points
- Previous Landlord Reference, Rent Ledger from other Agent 20 Points
- Pension Card, Rates Notice (Proof of Ownership) 20 Points
- Car Registration Certificate, Bank Statement/Bank Card 10 Points
- Phone/Electricity/Gas Account, Medicare/Health Care Card 10 Points

Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached.

## ACKNOWLEDGEMENT

I, the Applicant

1. Acknowledge that my personal contents insurance is not covered under any lessor insurance policy/s and understand that it is my responsibility to insure my own personal belongings.  Yes
2. Understand that you as the agent/lessor have collected this information for the purpose of determining whether I am a suitable tenant for the Property - in particular to check my identification, my ability to care for the property, my character and my creditworthiness.  Yes
  - 2.1 For such purposes, I authorise you to contact the persons named in the application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary.
  - 2.2 In doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties.
3. Acknowledge and accept that if this application is denied, the agent is not legally obliged to provide reasons as to why.  Yes
4. Consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the agent/lessor to pass my details onto others which may include (but is not limited) insurance companies, body corporates, contractors, other Real Estate agents, sales people and tenancy default databases.  Yes
5. Acknowledge that I have received or have available the General Tenancy Agreement (Form 18), the standard terms and any special terms before completing the application.  Yes
6. Acknowledge that I have received or have available the information Statement (Form 17a), body corporate by-laws (if application) before completing this application.  Yes
7. Acknowledge that I have been made aware of the agency's Privacy Policy.  Yes
8. Acknowledge that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agent's acceptance of the application.  Yes
9. Consent to the use of email and facsimile in accordance with the provisions set out in Chapter 2 of the Electronic Transactions (Queensland) Act 2001 (Qld) and the Electronic Transactions Act 1999 (Cth).  Yes
10. Declare that the above information is true and correct and that I have supplied it of my own free will.  Yes

Name of Applicant \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_