

**APPLICANTS ARE ADVISED TO TAKE NOTE OF THE
FOLLOWING:**

- 1 Your application becomes legal and binding and cannot be withdrawn once we have communicated the acceptance of the application to you.
- 2 Should your application be unsuccessful, we are not obliged or required to advise the reason.
- 3 Once your application has been approved you will be required within 24 hours to pay 2 weeks worth of rent
- 4 You will further be required within 48 hours of such approval to attend a meeting in our office. This meeting will last approximately half an hour as the lease will be signed and many tenancy related matters will be discussed.
- 5 Prior to moving into the premises, you will need to pay a further 4 weeks worth of rent. This amount will be allocated as your bond.
- 6 The above funds **MUST BE CLEARED FUNDS** in our account before we can release any keys to you.
- 7 Any occupants you wish to have residing in the premises who are **OLDER THAN 18 MUST** complete an application form.
- 8 Applications **CANNOT** be processed unless you provide documentation meeting the 100 point Identification criterion (see page 2 of the yellow application form)
9. Application form and attached documents must be signed by **ALL** applicants



The Real Estate Institute of Queensland

Application for Residential Tenancy

Agent for Lessor *Kiss-a-Rees Pty Ltd ABN 51 081 298 517 T/A rentalswest.com.au*

Property Address

Applicant Details

Full Name

Have you been known by any other name? Yes / No

If Yes, what other name have you been known by?

Have you any dependants? *Yes / No* Dependants Name/s

Age/s of Dependents Total number of applicants applying for property

Drivers Licence Number or Passport Number State Date of Birth

Registration Number of Vehicle/s Number of Cars

Are you a smoker? Yes / No

Contact Details

Current Address

Phones: Work Home
Mobile Email

Current Agent/Lessor

Time period at premises Years Months

Phone

Rent per week \$

Previous Agent/Lessor

Phone

Previous Address

Rent paid per week \$

Pets - List any pets owned

Number of Pets

Type of Pet/s

Are your pets registered with the council? Yes / No

Please state which council

Are you employed? Yes / No

Full Time/Casual/Part Time/Centrelink/Contract/Other

Occupation

Net weekly Income \$

Length of Employment

Name of Employer

Phone

If Self Employed

Business Name

How long self employed?

ABN

Address of Business

Accountants Name

Phone

If you are a **Student**, what University, Tafe or School do you attend?

Student Identification Number

Overseas Student Yes / No

Visa Expiry Date

Next of Kin

(Please provide details of preferred person to be contacted in the event of an emergency)

Name

Contact Number/s

Address

Personal References (Please do not list relatives or partners and provide business hours contact numbers)	
Name	Relationship
Address	Phone Number
Name	Relationship
Address	Phone Number

Please advise the following by selecting either Yes or No

Have you ever been evicted by any agent/lessor? Yes/No

Is there any reason known to you that would affect your ability to pay rent? Yes/No

Was your rental bond at your last address refunded in full? Yes/No

Are you in debt to another agent/lessor? Yes/No

Please advise what deductions were made from your rental bond: and/or *Why* are you in debt to your past agent/lessor?

You are required to meet a 100 point identification criterion upon submission of your application, and the agent/lessor may photocopy any item and retain as part of your application.

10 Points: Medicare Card, Birth Certificate, Motor Vehicle Registration Papers.

30 Points: Bank Statements, recent utility accounts eg: phone, electricity or gas.

40 Points: Drivers Licence, Passport, 18+ Card, Student ID, last FOUR recent receipts, tenant ledger, rental bond history statement available from the RTA.

You will also be required to supply the agency with proof of your income upon submission of your application.

Employed: Last TWO pay slips.

Self employed: Bank Statements, Group Certificate, or Accountant's letter.

Not employed: Centrelink Statement.

I, the Applicant, declare that the above information is true & correct and that I have supplied it of my own free will. I 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. I understand that you as the agent/lessor have collected this information for the purpose of determining whether I am suitable tenant for the property - in particular to check my identification, my ability to care for the property, my character and my creditworthiness. 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. 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. I acknowledge and accept that if this application is denied, the agent is not legally obliged to provide reasons as to why. I also 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 to) insurance companies, body corporates, contractors, other real estate agents, salespeople and tenancy default databases.

I wish to undertake a tenancy for a period of _____ to commence on the _____ at a rental price of \$ _____ I understand that I am to pay a rental bond of \$ _____ on or before I take possession of the premises and sign a tenancy agreement.

The customer acknowledges that they have received or have available to them from the lessor or agent (please select yes or no) the Form 17a, 18a, by laws (if applicable) before signing this application. Yes/No

The customer acknowledges that one application form has to be completed per person applying. Yes/No

The customer acknowledges that they have received the Privacy Policy of the agent. Yes/No

The customer acknowledges that both and the lessor and tenant are bound by this application immediately on communication of the lessor's or his agent's acceptance of it. Yes/No

Name of Applicant: _____

Signature _____ **Date** _____

OFFICE USE ONLY Name of Employee taking application:			
Application FORM Signed by applicant		Proof of Income Supplied	
Identification Supplied		Form Fully Completed	

PRIVACY DISCLOSURE STATEMENT OF KISS-A-REES PTY LTD T/A RENTALSWEET.COM.AU, 6 BROOKFIELD ROAD, KENMORE

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from previous landlords or letting agents, your current employer and your referees. We will also check whether any details of tenancy defaults by you are held on a tenancy default database. We use the default database operated by TICA Default Tenancy Control Pty Ltd. You can find out more information about this database at the TICA database – www.tica.com.au. Your consent to us collecting this information is set out below.

We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful, we may disclose your details to services providers relevant to the tenancy relationship including maintenance contractors and the landlord's insurers. We may also send personal information about you to the owners of any other properties at your request.

You have the right to access personal information that we hold about you by contacting our privacy officer. If you do not complete this form or do not sign the consent below, then your application for a property may not be considered by the landlord of the relevant property, or if considered, may be rejected.

PRIVACY CONSENT

I, the applicant, acknowledge that I have read the Privacy Notice of Kiss-A-Rees Pty Ltd trading as Rentalswest.com.au. I authorise Rentalswest.com.au to collect relevant information about me from:

- a) My previous letting agents and/or landlords;
- b) My personal referees; and
- c) Any tenancy Default Database (including TICA) which may contain personal information about me. I also authorise Rentalswest.com.au to disclose details about any defaults made by me under the tenancy to which this application relates to any default database to which it subscribes including TICA.

I authorise Rentalswest.com.au to disclose the personal information it collects about me to the owner of the property, even if the owner is resident outside of Australia. I also authorise Rentalswest.com.au to refer my details to an arranger of:

(optional – tick to indicate consent)

- Financial service products (to assist with a home loan application)
- Insurance services (for contents insurance and other insurance products) and
- Utilities (to arrange connection or transfer of telephone, gas, electricity etc)

.....
Signed **Date**

.....
Signed **Date**

.....
Signed **Date**

.....
Signed **Date**

DATE: _____

PROPERTY ADDRESS: _____

In order to process your application this form along with the Privacy Acknowledgment Statement must be signed by ALL applicants. In addition, photo identification must be supplied. Also, all people over the age of 18 years wishing to reside in the premises are required to complete a separate application form and present photo identification. This also includes any adult children:

- 1) I/We acknowledge that upon communication of the acceptance of the application by the landlord or the agent that this tenancy shall be binding on both the landlord and tenant.
- 2) I/We further agree that we will attend an appointment at the agent's office for the signing of the tenancy agreement immediately upon being called to do so by the Agent. I/We acknowledge that this appointment should be no later than within 48 hours of acceptance of the application.
- 3) I/We acknowledge having been supplied a copy of the REIQ lease agreement pages 1- 9 and the special terms and conditions that will also form part of our tenancy agreement. I /we are/ am aware that I /we will be agreeing to these conditions when signing the tenancy Agreement.
- 4) I/We understand the agent will be explaining many tenancy related issues at this appointment for the signing of the tenancy Agreement which is anticipated to last approximately half an hour.
- 5) I/ We acknowledge that we will need to pay a minimum of 2 weeks rent at the time of signing the Tenancy Agreement. I/We understand that the agent does not accept Eftpos however is able to accept a Credit Card payment (an additional bank fee of 1.76% of the processed amount will also be deducted from the Credit Card).
- 6) I/We acknowledge that a bond of 4 weeks rent must also be paid prior to taking occupation of the premises. These funds must be cleared funds in the agents account before the keys to the home can be released to Me/us.
- 7) I/We acknowledge all people over the age of 18 years wishing to reside in the premises are required to complete a separate application form and present photo identification. This includes children.

Signature

Signature

Signature

Signature