

TENANCY APPLICATION



Please complete this application form in full. Incomplete applications will not be accepted.

THIS FORM **MUST** BE SUBMITTED INTO OUR OFFICE OR EMAILED TO
BILOELARENTALS@RAYWHITE.COM

I confirm that I have seen the property at _____ on
___ / ___ / ___ and wish to apply for the property in its current condition.

I have read, understand and agree to all of the terms below. Signed _____

Ray White Biloela Policy & Procedure

- Applications can only be submitted after you or your representative have viewed and accepted the property in its current condition.
- Applications are processed Monday to Friday only, Allow a minimum of **three working days**.
- All applications will be checked through TICA, a National Tenancy Database.
- Applications are referred to the owner of the property and the owner's decision is considered final.
- Should this application not be accepted, the agent is **NOT** obligated to disclose why or supply any reason for the rejection of this application.
- Our agency **DOES NOT** accept bond transfers.
- Telephone connection, internet connection and television reception are not covered in the Act directly. There is no legal requirement for a lessor to provide either service. Tenants may be required to pay for the telephone line and internet connection (and or NBN) to the property. Enquiries should be made with service providers and or the property manager to check availability of services to the property.

Should Your Application Be Successful

- You will not be committed to the property until you view and agree to the relevant Tenancy Agreement and its terms. Once you agree to the relevant terms, you will be committed sign a General Tenancy Agreement within 48 hours of being approved. The property will not be removed from our availability list until the agreement is fully signed.
- Before moving into your new home, it will be necessary for you to pay the bond (equivalent to 4 weeks rent) and 2 weeks rent by direct deposit only.
- A tenancy induction will be conducted prior to the handing out of keys. Please allow at least 45 minutes for this process.
- QLD Housing Bond Loans and bond loans through easyBondPay will be accepted once approved.

Should Your Application Be Unsuccessful

- Applications that are not approved are destroyed after 4 weeks of being received.

100 POINT IDENTIFICATION REQUIRED

| | | | |
|--|------------|----------------------------------|-----------|
| Proof of Income (Payslips/BAS) | Compulsory | Copy of Residential Rates Notice | 40 points |
| Centrelink Statement (if Applicable) | Compulsory | Current Bank Statement | 20 points |
| Photo ID (Drivers License/Passport) | 40 points | Bank Card/Medicare Card | 10 points |
| Proof of Address (Telstra/Ergon account) | 40 points | Birth Certificate | 10 points |

OFFICE USE ONLY:

Date Received: ___ / ___ / ___ Received By: _____



paying your bond by the month is easy

what is easyBondpay?

Moving home is expensive enough without the added financial stress of paying your rental bond upfront.

With easyBondpay you can ease the pain of moving home and pay your rental bond over 3, 6 or 12 monthly instalments.

Applying is easy. Simply tell your property manager you would like to pay your bond by easyBondpay.

Paying your rental bond in smaller, monthly instalments lets you save your money for more important things, like enjoying your new home.

how does it work?



Apply for rental and advise your property manager that you wish to pay your bond monthly with easyBondpay.



You submit the easy and quick online application and receive fast approval.



We pay your full bond the very same business day directly to your property manager.



That's it! We deduct your monthly instalments until the bond has been repaid in full.

make bond payments easy with easyBondpay



FAST APPROVAL



NO MINIMUM OR MAXIMUM BOND VALUE



3, 6 OR 12 MONTH EASY PAYMENT OPTIONS



SAME DAY, FULL BOND PAYMENT

easyBondpay is a product of easyBondpay Pty Ltd, ACR 502519 (as authorised credit representative of Principal Finance Pty Ltd ACL 391746).

www.easybondpay.com.au or call us on 1300 022 663 (1300 02 BOND)

| PROPERTY SCHEDULE | | | |
|--|--------|-------------------------|----------|
| Address: | | | |
| Rent Per Week: | \$ | Preferred move in date: | / / |
| Lease Term: | months | | |
| TENANCY APPLICANT DETAILS | | | |
| Full Name: | | | |
| Current Address: | | Mobile Phone: | |
| Home Phone: | | Work Phone: | |
| Email: | | Smoker: | Yes / No |
| Emergency Contact (Not living with you): | | Phone: | |
| OTHER OCCUPANT DETAILS (All occupants, excluding children, are to complete an Approved Occupant application form). | | | |
| Occupants Full Name: | | | |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| PETS | | | |
| Do you intend to keep Pets at the premises? <input type="checkbox"/> NO <input type="checkbox"/> YES (Please complete Pet Application) | | | |
| CURRENT & PREVIOUS ADDRESS HISTORY | | | |
| Current Address: | | Reason for Leaving: | |
| Rent Paid: \$ | From: | To: | |
| Name of Agent / Landlord: | | Phone: | |
| Previous Address: | | Reason for Leaving: | |
| Rent Paid: \$ | From: | To: | |
| Name of Agent / Landlord: | | Phone: | |
| Previous Address: | | Reason for Leaving: | |
| Rent Paid: \$ | From: | To: | |
| Name of Agent / Landlord: | | Phone: | |
| APPLICANT EMPLOYMENT DETAILS | | | |
| Employer: | | | |
| Payroll Email: | | Phone: | |
| SELF EMPLOYMENT DETAILS (IF APPLICABLE) | | | |
| Company Name: | | Position Held: | |
| Accountant Name: | | ABN: | |
| Accountant Email: | | | |
| REFEREES (PLEASE DO NOT INCLUDE RELATIVES, OTHER APPLICANTS OR PARTNERS) | | | |
| Name: | | Email (if known) | |
| Relationship to you: | | Phone: | |

| | | |
|--|------------------------------|-----------------------------|
| Name: | Email (if known) | |
| Relationship to you: | Phone: | |
| VEHICLES TO BE KEPT AT THE PREMISES | | |
| Make/Model: | Registration Number: | |
| Make/Model: | Registration Number: | |
| Make/Model: | Registration Number: | |
| PLEASE ANSWER THE FOLLOWING QUESTIONS | | |
| Are any other occupants smokers? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Are you receiving Centrelink income? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Are you in debt to another landlord/agent? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Have you ever been evicted by a landlord/agent? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| APPLICANT DECLARATION | | |
| <p>I, the Applicant, hereby offer to rent the property located at _____ under a lease commencing ___ / ___ / ___ for the period of _____ to be prepared by the Agent. Should this application be approved, I acknowledge that I will be required to pay the following amounts:</p> <p>\$ _____ rent per week.</p> <p style="text-align: right;">Two weeks rent: \$</p> <p style="text-align: right;">Rental Bond (four weeks rent) \$</p> <p style="text-align: right;">Total amount payable upon signing the General Tenancy Agreement: \$</p> <p>I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition and cleanliness of the property.</p> <p>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.</p> <p>I have been informed, understand and agree that should this application not be accepted, the agent is NOT required or obligated to disclose why or supply any reason for rejection of this application.</p> <p>I agree to Ray White Biloela sending documentation relating to a tenancy to the email address listed in the Tenancy Applicant Details section.</p> | | |
| Applicant Name | Applicant Signature | Date |
| _____ | _____ | ___/___/___ |

PRIVACY DISCLOSURES & DECLARATIONS

PRIVACY STATEMENT

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 your previous landlords or letting agents, your current or previous employer, your referees, in-case of an emergency and any other relevant person named by you on this application. 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 service providers relevant to the tenancy relationship including maintenance contractors and owner’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.

DECLARATION

I the Applicant acknowledge the below:

- . 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.
- . 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.
 - 2.1 for such purposes, I authorise you to contact the persons named in this 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.
- . Acknowledge and accept that if this application is denied, the Agent is not legally obliged to provide reasons why.
- . 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 authorize the Agent to disclose the personal information collected about me to the owner of the property even if the owner is a resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, bodies corporate, other agents and tenancy default databases.

Applicant Name

Applicant Signature

Date

_____ / / _____