

1

Property & Tenancy Details

Fill in the property information and proposed tenancy details on page 2 & 3 of this Application Form. Make sure all of the blanks are filled.

2

Individual Applicant Details & Supporting Documents

Each adult applicant (18+) is required to submit their own details, including 100 points of identification and supporting documents to verify your employment or income.

3

Signatures

To ensure that there is no delay in processing your application form, please ensure that the Application Form is filled in and signed fully. This includes the Privacy Statement on page 8 and the special conditions on page 10. If the Application Form is not fully completed we may need you to resubmit some pages or details to proceed.

4

Cover Letter

We ask that you write a brief covering letter to accompany your application for submission to the owner. This letter usually provides a background on who is applying for the property and the relationships between each person applying to live there. This will give the owner an understanding on you and a better picture of the tenancy.

5

Submit

Send your full application and supporting documents through to the Property Manager on the details below. We will reply to your email within 1-2 business days to confirm it has been received and is being processed.

If you have any questions or concerns about the contents of this application, including how we process and hold your information, please get in touch with us.

Nicole de Winter

0404 228 019 | nicole@gr8corp.com.au | www.gr8corp.com.au

Proposed Tenancy Details...

Property Address: _____

Proposed Lease Start Date: / / Proposed Lease Term: years months


Occupants of Property: adults children Ages of occupants: _____

Do any of the occupants of the property own a lawn mower? Yes No

If no, how do you intend to care for the lawns?: _____

Proposed Tenant Names – All Applicants Over 18 Required

Tenant 1 (Primary) Given Name(s):	Family Name(s):
Email:	Mobile:
Tenant 2 Given Name(s):	Family Name(s):
Email:	Mobile:
Tenant 3 Given Name(s):	Family Name(s):
Email:	Mobile:
Tenant 4 Given Name(s):	Family Name(s):
Email:	Mobile:



MyConnect will contact you to connect your utilities for FREE













Yes, Please Contact Me

Interpreter required

OR Tick here to opt out

If I have chosen to opt into this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

1300 854 478 enquiry@myconnect.com.au myconnect.com.au

Proposed Tenancy Details continued...

Vehicle Details

No of cars/vehicles to be parked at property:

Please provide details

Vehicle Type & Model:

Registration:

Vehicle Type & Model:

Registration:

Vehicle Type & Model:

Registration:

Vehicle Type & Model:

Registration:

Required Identification

Please attach 100 points (1 x 70 points required see below) of identification for each applicant over 18 years of age,

Points

1

2

3

4

Full Australian Birth Certificate **OR**

70

Australian Citizenship Certificate **OR**

70

Passport (AU/International)

70

Photo Driver's License/ Learner's Permit

40

Veteran's Affairs Card

40

Utility Bill (Full Name and Address req)

25

Medicare Card

25

Debit/Credit Card 0

25

TOTAL

Pet Application – Please Indicate Y/N Where Required – More on Page 11

Pet Name:

Species/Breed:

Age:

Male /
Female

Sterilised /
Unsterilised

Is this pet registered with the Local Council?

Does the pet live inside/outside?:

If not, do you intend on registering the pet?

Is the pet toilet trained?:

Has this pet been in a rental property before? Please provide details:

Tenant 1 Application Details...

Applicant Full Name:	
Preferred Name:	Previous Last Name:
Date of Birth: / /	Gender:
Mobile no:	Work no:
Email Address:	
Australian Citizen? <input type="checkbox"/> Y <input type="checkbox"/> N	Are you a smoker? <input type="checkbox"/> Y <input type="checkbox"/> N
If no, please provide a copy of your visa	

References & Emergency Contact – Please Complete Fully			
Character Reference 1	Name:	Contact:	Relation:
Character Reference 2	Name:	Contact:	Relation:
Emergency Contact	Name:	Contact:	Relation:
Current Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Previous Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Have you ever been evicted from a premises? Y / N			
Are you currently in debt to any landlord or agent? Y / N			
Is there any reason known to you that would affect your ability to pay rent? Y / N			
If you are currently employed , please provide a copy of your three latest payslips or annual financial summary			
Basis of employment: full time / part time / casual / contract / temporary		Employment commenced:	
Company Name:		Address:	
Contact name and number:		Approx weekly income:	
If you are self-employed , please provide a copy of your latest annual financial summary			
If you are on a government payment or pension , please provide your latest full Centrelink Statement			

Tenant 2 Application Details...

Applicant Full Name:	
Preferred Name:	Previous Last Name:
Date of Birth: / /	Gender:
Mobile no:	Work no:
Email Address:	
Australian Citizen? <input type="checkbox"/> Y <input type="checkbox"/> N	Are you a smoker? <input type="checkbox"/> Y <input type="checkbox"/> N
If no, please provide a copy of your visa	

References & Emergency Contact – Please Complete Fully			
Character Reference 1	Name:	Contact:	Relation:
Character Reference 2	Name:	Contact:	Relation:
Emergency Contact	Name:	Contact:	Relation:
Current Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Previous Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Have you ever been evicted from a premises? Y / N			
Are you currently in debt to any landlord or agent? Y / N			
Is there any reason known to you that would affect your ability to pay rent? Y / N			
If you are currently employed , please provide a copy of your three latest payslips or annual financial summary			
Basis of employment: full time / part time / casual / contract / temporary		Employment commenced:	
Company Name:		Address:	
Contact name and number:		Approx weekly income:	
If you are self-employed , please provide a copy of your latest annual financial summary			
If you are on a government payment or pension , please provide your latest full Centrelink Statement			

Tenant 3 Application Details...

Applicant Full Name:	
Preferred Name:	Previous Last Name:
Date of Birth: / /	Gender:
Mobile no:	Work no:
Email Address:	
Australian Citizen? <input type="checkbox"/> Y <input type="checkbox"/> N	Are you a smoker? <input type="checkbox"/> Y <input type="checkbox"/> N
If no, please provide a copy of your visa	

References & Emergency Contact – Please Complete Fully			
Character Reference 1	Name:	Contact:	Relation:
Character Reference 2	Name:	Contact:	Relation:
Emergency Contact	Name:	Contact:	Relation:
Current Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Previous Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Have you ever been evicted from a premises? Y / N			
Are you currently in debt to any landlord or agent? Y / N			
Is there any reason known to you that would affect your ability to pay rent? Y / N			
If you are currently employed , please provide a copy of your three latest payslips or annual financial summary			
Basis of employment: full time / part time / casual / contract / temporary		Employment commenced:	
Company Name:		Address:	
Contact name and number:		Approx weekly income:	
If you are self-employed , please provide a copy of your latest annual financial summary			
If you are on a government payment or pension , please provide your latest full Centrelink Statement			

Tenant 4 Application Details...

Applicant Full Name:	
Preferred Name:	Previous Last Name:
Date of Birth: / /	Gender:
Mobile no:	Work no:
Email Address:	
Australian Citizen? <input type="checkbox"/> Y <input type="checkbox"/> N	Are you a smoker? <input type="checkbox"/> Y <input type="checkbox"/> N
If no, please provide a copy of your visa	

References & Emergency Contact – Please Complete Fully			
Character Reference 1	Name:	Contact:	Relation:
Character Reference 2	Name:	Contact:	Relation:
Emergency Contact	Name:	Contact:	Relation:
Current Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Previous Address:		Please Circle Type - Owned / Rented By Owner / Agent / Relative / Friend	
Name and Contact Number for Reference:			
Rent per week: \$	Rented from / /	to / /	Was rent paid on time? Y/N
Reasons for leaving/moving:			
Have you been served a late rent notice or breach notice during this tenancy?:			
Have you ever been evicted from a premises? Y / N			
Are you currently in debt to any landlord or agent? Y / N			
Is there any reason known to you that would affect your ability to pay rent? Y / N			
If you are currently employed , please provide a copy of your three latest payslips or annual financial summary			
Basis of employment: full time / part time / casual / contract / temporary		Employment commenced:	
Company Name:		Address:	
Contact name and number:		Approx weekly income:	
If you are self-employed , please provide a copy of your latest annual financial summary			
If you are on a government payment or pension , please provide your latest full Centrelink Statement			

Declarations & Privacy Statement...

1. You declare that you are not bankrupt and that all of the information supplied in this Application is true and correct and is not misleading in any way.
2. You acknowledge that, having inspected the Premises, you will accept possession of the Premises in the condition it was in as at the date of inspection unless otherwise agreed in writing
3. By signing this application, you are making an application to lease the premises. The lessor may or may not send you a proposed Residential Tenancy Agreement for the Premises
4. If you are the successful applicant, the Lessor will send you a proposed Residential Tenancy Agreement for the Premises which will contain information about pre-requisites for the creation of a binding Residential Tenancy Agreement. The Residential Tenancy Agreement will be comprised of Parts A, B and C. Parts A and B can be viewed on reiwa.com.au. Part C will also include additional terms agreed to by the parties, a draft of which is attached to this application.
5. You agree that for the purpose of this Application, the Lessor or Property Manager may make enquiries with the persons given as referees, next of kin or emergency contacts provided by you, and also make enquiries of such other persons as the Lessor may see fit.

The personal information you give in this application or collected from other sources if necessary for the Lessor or Property Manager to verify your identity, to process and evaluate the application, to manage the tenancy and to conduct the Property Manager's business. Personal information collected about you in this application and during the court of the tenancy may be disclosed for the purpose for which it was collected to other parties including the Lessor, referees, other Property Managers, prospective lessors, third party operators of residential tenancy databases, and prospective buyers of the Premises. Information already held on residential tenancy databases may also be disclosed to the Property Manager or Lessor.

If you enter into the Residential Tenancy Agreement or you fail to comply with your obligations under any Residential Tenancy Agreement that fact and other relevant personal information collected about you during the court of this application (including information provided separately to this application) or the Residential Tenancy Agreement may also be disclosed to the Lessor, third party operators of tenancy reference databases (to the extent permitted by law) and debt collectors, other Property Managers, prospective lessors and prospective buyers of the Premises.

If you would like to access the personal information the Lessor or Property Manager holds, you can do so by contacting the Property Manager. See also the attached notice regarding use of residential tenancy databases.

You can also correct this information if it inaccurate, incomplete or out-of0care. If the information in this application, is not provided, the Property Manager may not be able to process the application or the residential tenancy agreement properly or manage the tenancy properly.

Applicant 1 First Name	Surname	Signature
Applicant 2 First Name	Surname	Signature
Applicant 3 First Name	Surname	Signature
Applicant 4 First Name	Surname	Signature

Declarations & Privacy Statement...

NOTICE OF USE OF ONE OF MORE RESIDENTIAL TENANCY DATABASES

Section 82C – Residential Tenancies Act 1987

1. It is the Property Manager's usual practice to use one or more residential databases for the purpose of checking an applicant's tenancy history.
2. The name of each residential database the Property Manager or Lessor usually uses, or may use, for deciding whether a residential tenancy agreement should be entered into with a person are set out below:
3. The contact details for the database operator(s) who operated the database(s) used by the PM as referred to above are as follows:

A. TICA

- (i) ADDRESS: PO BOX 120, Concord NWS 2137
- (ii) TELEPHONE: 190 222 0346. Calls are charged at \$5.45 per minute including GST (higher for mobile or pay phones)
- (iii) FACSIMILE: (02) 9743 4844
- (iv) WEBSITE: www.tica.com.au

B. NATIONAL TENANCY DATABASE

- (i) ADDRESS: GPO BOX 13294, George Street 120, Brisbane QLD 4003
- (ii) TELEPHONE: 1300 563 836
- (iii) FACSIMILE: (07) 3009 0619
- (iv) EMAIL : info@ntd.net.au
- (v) WEBSITE: www.ntd.net.au

C. BARCLAYS MIS

- (i) ADDRESS: PO BOX 553, Wy6nnum, QLD 4178
- (ii) TELEPHONE: 1300 883 916
- (iii) FACSIMILE: 1300 883 917
- (iv) EMAIL: inquiries@barclaymis.com.au
- (v) WEBSITE: barclaymis.com.au

4. The applicant may obtain information from the database operator in the following manner:

A. TICA

- (i) Postal and fax application forms can be downloaded from www.tica.com.au. Information regarding application fees can be found on the application form;

B. NATIONAL TENANCY DATABASE

- (i) A request for rental history file can be downloaded from www.ntd.net.au. A link to the form can be found under the tab "For Tenants".
- (ii) A request for rental history may be submitted by post, fax or email.

C. BARCLAYS MIS

- (i) Contacting Barclays MIS by phone on 1300 883 916 or by email on inquiries@barclaymis.com.au

Tenancy Agreement Terms...

The below information forms the special conditions outlined in Part C of each standard Residential Tenancy Agreement issued by GR8 Property.

REPAIRS & MAINTENANCE: The tenant/s agree to report any repair or maintenance issues to the agency, in writing, and are aware that they DO NOT have the authority to authorize any repairs without the written consent of the agent.

The tenant/s also agrees to report any damage to the agent, in writing, within 3 working days of the same occurring. Failure to do so may render the Tenant/s liable for any costs incurred by the owner. If the damage has occurred as a result of the tenant/s or their guests actions then the tenant may be held liable and accountable for all costs.

Should a tradesman attend the property at a time arranged with the tenant and the tenant fails to attend the meeting and the owner is charged a call out fee, I/we the Tenants agree to pay the call out fee.

RELEASE OF PHONE NUMBERS: The Tenant/s hereby give/s permission for GR8 Property to provide tradesmen with their contact numbers in order to arrange any necessary maintenance or repairs.

PHOTOGRAPHY: The Tenant/s agree to permit photos being taken, from time to time during the tenancy, of any maintenance that may be required on the property.

LAWNS & GARDENS: The Tenant/s agree to mow/edge the lawn area and keep the garden beds in a healthy neat, tidy & weed free condition.

RETICULATION: The Tenant/s acknowledge and accept responsibility to ensure the automatic reticulation is set correctly and accordingly for the seasons of the year and the grounds are sufficiently watered during the summer months and reduced when necessary. The tenant/s is also responsible to ensure the system and the sprinklers/sprinkler head are maintained, in working order and to report any fault, in writing within 3 days.

VEHICLES: The Tenant/s agree/s that Vehicles are not to be parked on the lawn or grassed areas at any time. Drip trays are to be used on the Garage/Carport floor to protect it from oil stains. Failure to comply will result in having the floor degreased at the end of the tenancy and the Tenant/s shall reimburse the Lessor for the cost of such.

PROPERTY INSPECTIONS: The Tenant/s acknowledges that the property manager has the right to inspect the premises after giving written notice between 7-14 days, specifying the inspection date. The first inspection will be conducted in approximately 6 weeks then 3 monthly thereafter. Inspection letters will be emailed.

BLUE TACK & ADHESIVES: The Tenant/s agrees not to use blue tack or any other adhesive material in the property. Any damage resulting from this use will need to be rectified at the tenant's expense at the end of the lease.

AIR-CONDITIONERS: The Tenant/s are aware that it is their responsibility to ensure that the filter on any wall mounted air-conditioners are cleaned on a regular basis i.e. monthly during continued use.

SMOKING: The Tenant/s acknowledge that smoking is not permitted inside the premises at any time and accept full responsibility to ensure smoking is conducted outside and all cigarette butts are disposed of correctly. The tenant is aware that they will be responsible for the full cleaning costs (carpet, window dressings, sofas, bedding etc) if smoking has been conducted inside the premises.

PROPERTY FOR SALE: If the Lessors wish to sell the property the tenant/s agree to extend their co-operation to allow the home to be made available for inspections at a reasonable hour, and on a reasonable number of occasions, after receiving reasonable notice from the agent.

DEBT COLLECTION: If a debt collector is enlisted, the tenant agrees to pay all costs associated with the collection of any overdue rent and accounts.

PESTS: If you are having a problem with ants/cockroaches etc., then treat these with pesticides such as Antrid in the gel form, powder and/or baits for cockroaches which are readily available from Bunnings stores.

By Signing this document you are making an application to enter into a Residential Tenancy Agreement in relation to the Premises. Your application may or may not be successful

Applicant 1 First Name	Surname	Signature
Applicant 2 First Name	Surname	Signature
Applicant 3 First Name	Surname	Signature
Applicant 4 First Name	Surname	Signature

Additional Pet Applications...

Pet Application – Please Indicate Y/N Where Required – More on Page 10

Pet Name:	Species/Breed:	Age:	Male / Female	Sterilised / Unsterilised
Is this pet registered with the Local Council?		Does the pet live inside/outside?:		
If not, do you intend on registering the pet?		Is the pet toilet trained?:		
Has this pet been in a rental property before? Please provide details:				

Pet Application – Please Indicate Y/N Where Required – More on Page 10

Pet Name:	Species/Breed:	Age:	Male / Female	Sterilised / Unsterilised
Is this pet registered with the Local Council?		Does the pet live inside/outside?:		
If not, do you intend on registering the pet?		Is the pet toilet trained?:		
Has this pet been in a rental property before? Please provide details:				