

Application for Residential Tenancy

The 4 pages of this application **MUST BE COMPLETED IN FULL & PRIVACY DISCLAIMER SIGNED** or your application will **NOT** be processed. **100 points of Identification must also accompany this form - see Tenant Application Information Form attached.**

RENTAL PROPERTY ADDRESS: _____

RENT: \$ _____ (per week) PROPOSED TENANCY COMMENCEMENT DATE: __/__/__

BOND: \$ _____ (equivalent to 4 weeks rent up to \$250/week or 6 weeks rent over \$250/week)

PLEASE INDICATE HOW YOU WILL BE PAYING YOUR BOND (personal cheques are NOT accepted):

Own Funds (Cash or EFT transfer) Borrowed Funds (ie RentBond) SA Housing Trust Guarantee

WATER COSTS: Tenants are responsible for payment of water costs as billed by SA Water. Further information can be found at: <http://www.sawater.com.au/SAWater/YourHome/>

SMOKE FREE POLICY: ALL properties are strictly smoke free inside.

TELEPHONE LINE OR TV AERIAL: In making this application, the applicant/s acknowledge that the Landlord and/or Agent do not guarantee that a telephone line or TV aerial is in working order.

APPLICANT DETAILS

Full Name:	DOB	/	/	AGE:
Are you known by another name? <input type="checkbox"/> NO <input type="checkbox"/> YES (please provide):				
Mobile Number:	Work Number:	Home Number:		
Email Address:				
Will this be a shared tenancy? <input type="checkbox"/> Yes <input type="checkbox"/> No - If yes please list the name/s of the other applicants:				

*PLEASE NOTE THAT EACH ADULT OVER 18 YEARS OF AGE WILL NEED TO A COMPLETE SEPARATE APPLICATION FORM				
Number of dependants to reside in property (i.e. children or persons who will not be listed on the lease):				
Full names & ages of dependants				

Total number of occupants who will be residing at the property including yourself:				
Pets (Check with agent) <input type="checkbox"/> Yes <input type="checkbox"/> No Number: Type & Breed: Age/s:				
Car Registration: Drivers Licence Number: Licenced State:				
Number of vehicles to be kept at property: <input type="checkbox"/> Car <input type="checkbox"/> Motorbike <input type="checkbox"/> Van <input type="checkbox"/> Boat <input type="checkbox"/> Trailer				
Are all cars registered? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you, or any other occupants, smoke? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If the property has a pool - Have you cared for a pool previously? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A				

CURRENT ADDRESS DETAILS

Property Address:

Is your current property: Owned by you Rented through an Agent Privately Rented Other

If rented, what is the rent per week TOTAL: \$ If shared, what is your share? \$

Name and address of Lessor/Agent:

Phone: Mobile: Email:

Period of occupancy: / / to / /

Reason for leaving:

If renting do you expect the bond to be refunded in full: Yes No If no, why: _____**PREVIOUS ADDRESS DETAILS**

Property Address:

Was the property: Owned by you Rented through an Agent Privately Rented Other

If rented, what was the rent per week TOTAL: \$ If shared, what is your share? \$

Name and address of Lessor/Agent:

Phone: Mobile: Period of occupancy: / / to / /

Reason for leaving:

Was the bond refunded in full: Yes No If no, why: _____**PERSONAL/BUSINESS REFERENCES (Do NOT include relatives)**

Name: Address:

Phone: Relationship:

Name: Address:

Phone: Relationship:

Next of Kin or other person to contact in case of an emergency:

Name: Relationship to you:

Address: Phone:

Questions:

Have you physically viewed the property you are applying for? (Not including photos): Yes NoHave you applied for other rental properties at this time? Yes NoDo you currently, or have you ever, owned a rental property? Yes NoHave you ever been evicted or are you in debt to another Lessor or Agent? Yes NoAre you satisfied with the property in its present condition? Yes No

If no, give details _____

How did you find out about this property?

Internet: Realestate.com.au Smallacombe Website Domain.com.au Rent.com.au Homely.com.au To Let Sign Rental Catalogue Telephone Other: _____**Smallacombe Real Estate
Mitcham • Unley**83 Belair Rd, Kingswood 5062
Phone 8274 8777
Fax 8271 1846
rentals@smallacombe.com.au**Smallacombe Sanderson
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INCOME DETAILS *All income is NET or Take Home "PER WEEK"*******Current Employment Details**

Occupation: _____ Period of employment: _____
 Employer: _____ Weekly wage: \$ _____
 Address: _____ Landline phone: _____
 Manager/Contact: _____ Mobile phone: _____
 Full - time Part - time Casual (_____ hours per week)

Previous Employer Details

Occupation: _____ Period of employment: _____
 Employer: _____ Weekly wage: \$ _____
 Manager/Contact: _____ Mobile phone: _____
 Full - time Part - time Casual (_____ hours per week)

Other Income Source/s (ALL Centrelink payments require a statement of income to be attached)

Pensioner: Type: _____ Allowance \$ _____

Unemployment Benefit: _____ Allowance \$ _____

Student (Name of College, TAFE, UNI): _____ Austudy \$ _____

Are you a student from Overseas Yes No Visa Expiry Date / /

Course title being studied: _____ Years of course remaining: _____

Self Employed (Name of Business): _____

Address: _____ Phone: _____

How long established: _____ ABN No. _____ Wage: \$ _____

Accountant's Name: _____ Phone: _____

Other type of Income (ie. Savings or Investments – statement/s required) \$: _____

This is a FREE service that connects all your utilities and other services.

Direct Connect can help arrange for the connection or provision of the following utilities and services:

Electricity Gas Phone Internet Pay TV
 Insurance Removalist Truck or van hire Cleaners

MAKES MOVING EASY

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

THE ALWAYS ON GUARANTEE

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature

Date

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185 www.directconnect.com.au

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TERMS & CONDITIONS AND AUTHORITY & PRIVACY DISCLAIMER

I, (name) _____ the applicant, hereby offers to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement. Upon communication of acceptance of this application by the Agent, I agree that this tenancy shall be binding. **If, I choose to withdraw my application at any time, I will advise the Agent IMMEDIATELY.**

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information is contained in this application (all pages) is true and correct and given of my own free will.

1A: I authorise the Agent to obtain and verify personal information given in this application from:

- The owner or Agent of my current or previous residence.
- My personal referees/next of kin and employer/s.
- Any record, listing or database of defaults by tenants.
- Any other personal or business contact/s you have provided.
- I accept that if my application is rejected, I will be notified by text message or email and understand that the Agent is not legally obliged to provide a reason and that this application will be securely disposed of.

1B: Once an application has been approved for tenancy, the applicant acknowledges:

- If this property forms part of a Strata Corporation, the tenant agrees to abide by all by-laws set out by the Strata Corp. Failure to do so may result in fines being issued which the tenant will be responsible to pay.
- That the Landlords insurance will not cover contents or personal items within the property. It is advised the tenant should obtain contents and public liability insurance.
- Upon being advised of approval of this application by the Agent, a legal Tenancy Agreement will be created. If the tenant chooses not to proceed, the Agent will begin procedures to re-let the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.

1C: I agree that I will not be entitled to occupation of the premises until:

- Vacant possession is provided by the current occupant of the premises.
- The tenancy agreement is signed by all parties listed on the Tenancy Agreement.
- The first two weeks rent and a security bond is paid, in full and has been received as cleared funds into our bank account.
- In the event that any of the information contained in your application proves to be fraudulent, the owner reserves the right to retract any offer of tenancy.

1D: I am aware the Agent will use and disclose my personal information in order to:

- Communicate with the owner and select a tenant.
- Prepare lease/tenancy documents.
- Allow tradespeople or equivalent organisations to contact me.
- Lodge/claim/transfer to/from Bond Authority.
- Refer to Tribunals/Courts & Statutory Authorities (where applicable).
- Refer to collection agencies/lawyers (where applicable).
- Complete a credit check with NTD (National Tenancies Database)

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

In signing this declaration, I agree to all of the above outlined conditions and I agree to pay a minimum of 2 (two) weeks rent within 24 hours to secure the property. **THE PROPERTY WILL NOT BE HELD UNTIL WE RECEIVE THE 2 (TWO) WEEKS RENT & THE TENANCY DOCUMENTATION HAS BEEN SIGNED BY ALL PARTIES.**

APPLICANTS SIGNATURE _____ DATE _____

WE ARE HERE TO HELP - If you require further assistance proceeding with or submitting your application, please feel free to contact our office.

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**** Please retain this page for your information ****

Smallacombe

Dear Applicant,

Applications will not be processed unless ALL information and supporting documents are supplied. Each applicant over 18 years of age must complete a separate application form.

OFFICE HOURS:

Our office is open Monday to Friday 9:00am to 5:00pm

IDENTIFICATION & SUPPORTING DOCUMENTS:

Our office requires you to submit a minimum of 100 points for your application to be considered. This **must** include a minimum of one current photo identification (see below).

100 POINT IDENTIFICATION CHECK:

Please contact us if you are unable to meet the 100 point check criteria

- 40 points - Passport
- 40 points - Drivers License / Government issued Photo ID
- 40 points - Current Rent Ledger
- 30 points - Previous Bond lodgement or Refund Evidence
- 30 points - Birth Certificate
- 20 points - Current Motor Vehicle Registration Papers
- 10 points - Copy of utilities account at your current address
- 10 Points - Bank Card / Medicare Card

HOW LONG WILL IT BE BEFORE I KNOW IF MY APPLICATION HAS BEEN SUCCESSFUL?

In most instances, we will endeavour to process your application within 2 business days of receipt. Once processed you will be advised of the outcome. If we are unable to contact all of your referees, this process may take longer. **We recommend that you advise your referees to expect us to make contact with them.**

WHAT HAPPENS ONCE I HAVE BEEN APPROVED?

If your application is approved the Agent will contact you. You will then be required to pay the first 2 (two) weeks rent within 24 hours to secure the property.

WHEN DO I NEED TO PAY THE BOND?

It is essential the bond is paid in FULL prior to the commencement of your tenancy. No keys will be released until the full bond has been received as cleared funds. This amount can be paid either in cash or via bank transfer (please allow 2 working days for the funds to be received). **Personal cheques will not be accepted and we do NOT have EFTPOS facilities.** If you will be receiving a SA Housing Trust Bond Guarantee this must also be provided before keys can be collected.

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