

Street Property Sales welcomes your application and any queries you may have to ask regarding the property you would like to apply for.

The following information and checklist will assist you to complete the Tenancy Application so it can be processed as quickly as possible.

PLEASE READ THE FOLLOWING PRIOR TO COMPLETING YOUR APPLICATION

- Each applicant **MUST** fill out an application form
- The application form will not be processed unless it is completed in full.
- Applicants must **SUPPLY THEIR OWN PHOTOCOPIES OF THE DOCUMENTATION** required for the application. Below is the 100 Point Identification Check.
- The 100 Points **MUST** include Driver's Licence, Passport, 18+ Card or other Photo Identification.

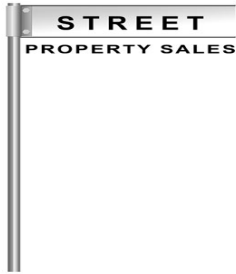
PROOF OF IDENTIFICATION REQUIRED- 100 POINT CHECK

We require each applicant to provide the following

IDENTIFICATION REQUIRED PER APPLICANT	POINT VALUE
Current Agent Rent History Ledger/Record	50 Points
Passport (only if Non-Australian Resident)	40 Points
Latest Telephone Account (Landline Only)	40 Points
Latest Electricity or Gas Account (With Address)	40 Points
Current Driver's Licence- with Photo	40 Points
Proof of Age Card- with Photo	40 Points
Tertiary Education Photo ID	30 Points
Current Vehicle Registration	30 Points
Passport (Australian Resident)	20 Points
Medicare Card	10 Points
Citizenship Certificate	10 Points
Birth Certificate	10 Points
Debit/Credit Card	10 Points

In most cases the Property Manager will contact you within 48 hours. If the application is approved, a holding deposit equal to 1 weeks rent will have to be paid in cash within 24 hours of acceptance. If the application is unsuccessful, you will receive a SMS Message.

All deposits paid are **NON REFUNDABLE** should you change your mind or want to pull out of the application.



Street Property Sales & Rentals

Office: 07 3846 5622

Mobile: 0417 755 541

Rentals: 0438 863 411

Fax: 07 3846 5644

www.streetpropertysales.com

GENERAL INFORMATION PRIOR TO TAKING UP TENANCY

COLLECTION OF KEYS – Arrange with the property manager for collection of keys
Our rentals department is open Friday 9:00am – 5:00pm.

PAYMENT OF RENT & BOND

Prior to taking possession of the property, we require 2 weeks rent and 4 weeks bond. If your weekly rent is more than \$500 per week, the bond requirement may vary. **This office does not accept full bond transfers.** All monies must be paid in cleared funds or cash prior to collecting the keys.

SIGNING OF THE TENANCY AGREEMENT

All occupants must be present to sign the Tenancy Agreement prior to collecting the keys. The keys will not be released unless all occupants have signed the Tenancy Agreement, shown photo identification and paid all monies in cleared funds and in full.

ELECTRICITY CONNECTION / TELEPHONE CONNECTION

It is the tenant's responsibility to connect the electricity and to ensure that it is disconnected at the end of the tenancy. All connections costs and deposits are the tenant's responsibility.

ENERGEX (Electricity/Gas)

13 12 53

TELSTRA (Telephone) 13 22 00

CONDITION REPORTS

When you move into the property, be very particular with the Condition Report and make sure you mark down anything not already outlined on the report. If you do not mark it down, you will be liable for discrepancies when you vacate. You must return the Condition Report to our office within three days of moving into the property. Keep the report in a safe place during your tenancy, as will need to refer to the report when vacating the property.

TENANT DEFAULT AGENCY

Our office is a member of the Tenancy Information Centre of Australia (TICA), which is a tenant database agency. It is important to note that should you vacate the property owing money in excess of bond, your details will be listed with this agency when your tenancy has ended. Once listed, the information will remain on file until the default is rectified. We do look forward to a harmonious agent tenant relationship, and will only take this course of action when absolutely necessary. If you experience financial hardship throughout the tenancy it is imperative that you contact our office to discuss the matter in further detail.

STUDENT APPLICATION FORM

RENTAL PROPERTY ADDRESS: _____

HOW DID YOU HEAR ABOUT OUR OFFICE: COLLEGE/FRIEND/INTERNET/CAMPUS/OTHER _____

DETAILS: MR/MRS/MS/DR _____ GIVEN NAMES: _____

PREFERRED NAME _____ LAST NAME: _____

DATE OF BIRTH: _____ ARE YOU CURRENTLY LIVING IN AUSTRALIA: _____ YES/NO

PASSPORT NUMBER: _____ EXPIRY DATE: _____ VISA EXPIRY DATE: _____

CONTACT: _____ DAY TIME: _____ MOBILE: _____

EMAIL ADDRESS: _____ FAX NUMBER(if any): _____

HAVE YOU RENTED BEFORE: _____

HAVE YOU RENTED IN AUSTRALIA BEFORE: YES/NO _____ IF YES WHERE: _____

HOW MUCH RENT DID YOU PAY: _____ HOW LONG DID YOU STAY: _____

DID YOU GET ALL YOUR BOND BACK: YES/NO _____ IF NO – WHY NOT: _____

WHO WAS THE LESSOR/AGENT: _____ PHONE: _____

STUDENT DETAILS: _____ COURSE NAME: _____ WHICH CAMPUS: _____

IS YOUR COURSE: PART TIME/FULL TIME/SCHOOL LEAVER _____ STUDENT NUMBER: _____

FINANCIAL SUPPORT: IF POSSIBLE PLEASE SUPPLY PROOF OF INCOME AND HOW YOU WILL BE PAYING FOR YOUR RENT. PLEASE ATTACH A BANK STATEMENT OR A LETTER FROM YOUR PARENTS TO SAY THAT THEY WILL BE SUPPORTING YOU. MY PARENTS WILL BE SUPPORTING ME FULLY: _____ YES/NO

REFERENCES:

1. NAME: _____ RELATIONSHIP: _____

ADDRESS: _____ DAYTIME PHONE NO: _____

HOW LONG KNOW FOR: _____ EMAIL ADDRESS: _____

2. NAME: _____ RELATIONSHIP: _____

ADDRESS: _____ DAYTIME PHONE NO: _____

HOW LONG KNOW FOR: _____ EMAIL ADDRESS: _____

NEXT OF KIN: (Emergency Contact) _____ Mr/Mrs/Ms/Dr Name: _____

Street Address: _____ Phone: (home) _____

Mobile: _____ Email: _____ Relationship: _____



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AUTHORITY:

I, the Applicant, do solemnly and sincerely declare that the above information is true and correct and that I have supplied this information of my own free will. I Hereby Authorise the letting agent to conduct any and all inquiries and or searches as required to verify the information contained in this application.

I have inspected the property situated at _____

I have been informed and understand and agree that the full amount of the bond being four weeks rent must be paid on or before the signing day or the Tenancy Agreement.

I have been informed that once a deposit has been paid to the agent it is not refundable should I change my mind and do not take the room.

I, the Applicant, do solemnly and sincerely declare that I am not an undischarged bankrupt. I have inspected the above mentioned premises and wish to take a tenancy of such premises for a period of _____ months from / / at a rental of \$_____ per week and that the rental to be paid is within my means. I also agreed that immediately upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both landlord and tenant.

PRIVACY ACT 1988 – COLLECTION NOTICE.

I, the applicant, do solemnly and sincerely declare that the information provided is true and correct and has been supplied at my own free will. I, the applicant understand that you as the lessor have collected this information of the specific purpose of checking identification, character, credit worthiness and determining if the applicant will be a suitable tenant for the property. I have inspected the above listed rental property and wish to take a tenancy of such premises for a period of _____months/years from ____/____/____ at a rental of \$_____per week. The rent to be paid is within my means and I agree to pay a bond of \$_____.

I, the applicant agree that I will not be entitled to occupation of the premises until:

- (i) Vacant possession is provided by the current occupant of the premises.
- (ii) The tenancy agreement is signed by the applicant; and
- (iii) The payment of all monies due are paid by the applicant in cleared funds prior to occupation of the premises

it is agreed that acceptance of this application is subject to a satisfactory report as to the tenant's credit worthiness. I understand that you as the agent are bound by the Privacy Act and the National Privacy Principals and **authority** is hereby given to the agent to check credit references, employment details, previous rental references, database agencies, personal references and any other searches, which may verify the information provided by me. I also **authorise** the agent to give information to the lessor of the property, credit providers, insurance providers, other agents, salespeople, database agencies, references named in this application or any other third party who would have a beneficial interest relating to a tenancy matter and understand this can include information about my tenancy, credit worthiness, credit standing, credit history or credit capacity. Once a tenant agreement has been entered into the tenant **agrees** that should they fail to comply with their obligations under the agreement, the failure to comply may be disclosed to third party operators of tenant default registry agents and or other agents.

Once the application has been approved I agree to pay a minimum of the first weeks rent to secure the property. In this instance that being \$_____. **THE PROPERTY WILL NOT BE HELD UNTIL WE RECEIVE THE FIRST TWO WEEKS RENT & THE TENANCY DOCUMENTATION HAS BEEN SIGNED BY ALL PARTIES.**

In the event that the application is successful and acceptance is communicated and the first week's rent is paid, but I decide not to proceed, I agree that this money will be forfeited to your office. Upon communication of acceptance of this application by the agent I agree that this tenancy shall be binding.

I, the applicant, **accept** that if the application is rejected, the agent is not legally obligated to give a reason. If the application is declined, your details will be held on file for one month. Following this period all details held will be disposed of.

Applicant Signature: Date: / /
 Applicant Name: