

Tenancy Application Form

Please check and return your completed application and identification to:

Address: 103 Boundary Street, Railway Estate QLD 4810

Email: townsville@exploreproperty.com.au

Fax: 07 4750 4040 **Phone:** 07 4750 4000

APPLICANTS NAME/S

1. _____ 2. _____
3. _____ 4. _____

PROPERTY DETAILS

Property address: _____

Requested commencement date of tenancy: _____

Requested lease term (circle): 6 months 12 Months Other: _____

Rent amount per week: \$ _____

TENANCY APPLICATION CHECKLIST

- Tenancy application fully completed and signed
- All occupants over the age of 18 must fill out an application form whether a lease holder or approved applicant
- 100 Point Identification Check - The following identification has been photocopied and is attached to this application
- 2 Current income advices/Centrelink statements provided

100 POINT IDENTIFICATION CHECK

PLEASE NOTE: 2 CURRENT INCOME ADVICES and a minimum of 1 form of photo ID must be provided. Please provide a minimum of 100 points per applicant.

Form of Identification	Points	Tenant 1	Tenant 2	Tenant 3	Tenant 4
Birth Certificate	70				
Passport	70				
Driver's Licence/18+ Card	40				
ID Card issued to Government Employees	40				
Rates Notice	40				
Medicare Card/Debit Card/Credit Card	25				
Bank Statement/Utility Account/Rates Notice	25				
Lease Agreement or rent receipt	25				

Affordability: Your rent affordability is calculated by taking your net weekly wage x 30%. e.g. \$1,000 net per week x 30% = \$300 - this is how much rent per week you can afford.

APPLICANT 1

PERSONAL DETAILS

Given Name/s: _____
Surname: _____
Current Address: _____

Mobile: _____
Email: _____
Date of Birth: _____
Driver's Licence (State and No.): _____
Passport (Country and No.): _____

CURRENT ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

PREVIOUS ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

REFEREES

Business Referee: _____
Relationship: _____
Contact No.: _____
Personal Referee: _____
Relationship: _____
Contact No.: _____

CURRENT EMPLOYMENT

Occupation: _____
Current Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Email: _____
Length of Employment: _____
Net Weekly Income: \$ _____

- SELF EMPLOYED (See Below) -

Company Name: _____
Business Type: _____
Address: _____
ABN: _____
Accountant Name: _____

PREVIOUS EMPLOYMENT

NOTE: Required if current employment is less than 6 mths

Occupation: _____
Previous Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Length of Employment: _____
Net Weekly Income: \$ _____

STUDENT INFORMATION

Place of Study: _____
Course Name: _____
Course Length: _____
Enrolment/Student Number: _____
Campus Contact: _____
Contact's Number: _____

NEXT OF KIN (Whom does not reside with you)

Given Name/s: _____
Surname: _____
Relationship: _____
Address: _____
Mobile: _____
Email: _____

QUESTIONS

Have any of your previous tenancies been terminated? YES / NO

Are you in debt to another lessor or agent? YES / NO

Is there any existing reason that may affect your rent payment? YES / NO If yes, explain: _____

APPLICANT 2

PERSONAL DETAILS

Given Name/s: _____
Surname: _____
Current Address: _____

Mobile: _____
Email: _____
Date of Birth: _____
Driver's Licence (State and No.): _____
Passport (Country and No.): _____

CURRENT ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

PREVIOUS ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

REFEREES

Business Referee: _____
Relationship: _____
Contact No.: _____
Personal Referee: _____
Relationship: _____
Contact No.: _____

CURRENT EMPLOYMENT

Occupation: _____
Current Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Email: _____
Length of Employment: _____
Net Weekly Income: \$ _____

- SELF EMPLOYED (See Below) -

Company Name: _____
Business Type: _____
Address: _____
ABN: _____
Accountant Name: _____

PREVIOUS EMPLOYMENT

NOTE: Required if current employment is less than 6 mths

Occupation: _____
Previous Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Length of Employment: _____
Net Weekly Income: \$ _____

STUDENT INFORMATION

Place of Study: _____
Course Name: _____
Course Length: _____
Enrolment/Student Number: _____
Campus Contact: _____
Contact's Number: _____

NEXT OF KIN (Whom does not reside with you)

Given Name/s: _____
Surname: _____
Relationship: _____
Address: _____
Mobile: _____
Email: _____

QUESTIONS

Have any of your previous tenancies been terminated? YES / NO

Are you in debt to another lessor or agent? YES / NO

Is there any existing reason that may affect your rent payment? YES / NO If yes, explain: _____

APPLICANT 3

PERSONAL DETAILS

Given Name/s: _____
Surname: _____
Current Address: _____

Mobile: _____
Email: _____
Date of Birth: _____
Driver's Licence (State and No.): _____
Passport (Country and No.): _____

CURRENT ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

PREVIOUS ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

REFEREES

Business Referee: _____
Relationship: _____
Contact No.: _____
Personal Referee: _____
Relationship: _____
Contact No.: _____

CURRENT EMPLOYMENT

Occupation: _____
Current Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Email: _____
Length of Employment: _____
Net Weekly Income: \$ _____

- SELF EMPLOYED (See Below) -

Company Name: _____
Business Type: _____
Address: _____
ABN: _____
Accountant Name: _____

PREVIOUS EMPLOYMENT

NOTE: Required if current employment is less than 6 mths

Occupation: _____
Previous Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Length of Employment: _____
Net Weekly Income: \$ _____

STUDENT INFORMATION

Place of Study: _____
Course Name: _____
Course Length: _____
Enrolment/Student Number: _____
Campus Contact: _____
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NEXT OF KIN (Whom does not reside with you)

Given Name/s: _____
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Relationship: _____
Address: _____
Mobile: _____
Email: _____

QUESTIONS

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APPLICANT 4

PERSONAL DETAILS

Given Name/s: _____
Surname: _____
Current Address: _____

Mobile: _____
Email: _____
Date of Birth: _____
Driver's Licence (State and No.): _____
Passport (Country and No.): _____

CURRENT ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

PREVIOUS ADDRESS

Property Address: _____
Length of Occupancy: _____
Circle: Property Owner OR Rental/Tenant
Rent/Mortgage Payments: _____
Name of Landlord/Agency: _____
Contact Details: _____
Email: _____
Reason for Leaving: _____

REFEREES

Business Referee: _____
Relationship: _____
Contact No.: _____
Personal Referee: _____
Relationship: _____
Contact No.: _____

CURRENT EMPLOYMENT

Occupation: _____
Current Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Email: _____
Length of Employment: _____
Net Weekly Income: \$ _____

- SELF EMPLOYED (See Below) -

Company Name: _____
Business Type: _____
Address: _____
ABN: _____
Accountant Name: _____

PREVIOUS EMPLOYMENT

NOTE: Required if current employment is less than 6 mths

Occupation: _____
Previous Employer: _____
Address: _____
Contact Name: _____
Contact Number: _____
Length of Employment: _____
Net Weekly Income: \$ _____

STUDENT INFORMATION

Place of Study: _____
Course Name: _____
Course Length: _____
Enrolment/Student Number: _____
Campus Contact: _____
Contact's Number: _____

NEXT OF KIN (Whom does not reside with you)

Given Name/s: _____
Surname: _____
Relationship: _____
Address: _____
Mobile: _____
Email: _____

QUESTIONS

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