

TENANCY APPLICATION
Applicants Full Name:

Date of Application:	Property Viewed <input type="checkbox"/> Yes	Date Viewed:
----------------------	--	--------------

Property Address:

Property Clean: Yes / No

Applicant Details:

Gender:	Date of Birth:
---------	----------------

Phone: (hm)	(w)	(m)
-------------	-----	-----

Email:

Tenancy Requirements:

Lease Commencement Date:	Rent - \$ per week
--------------------------	---

Length of lease requested:	Rent Payment Period:
----------------------------	----------------------

Occupants Details:

Number of Occupants:

Adult 1 Name:

Adult 2 Name:

Number of Children:	Ages of Children:
---------------------	-------------------

Do You Smoke?	Do You Have Pets?:
---------------	--------------------

Current Address:

Current Address:

Australian Passport No:

Current Living Situation:

Owner/Occupier Living with Parents Renting – Privately Renting - through Real Estate Agency

Rent Amount \$ Per Week
--

Current Agency Name:	Current Agency Ph No:
----------------------	-----------------------

Reason for leaving current address:

Identification:

Drivers Licence No:	Vehicle Registration:
---------------------	-----------------------

Vehicle Make/ Model:	Vehicle Colour:
----------------------	-----------------

Australian Passport No:	Passport No Other/ Visa:
-------------------------	--------------------------

Current Employment:

<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Casual	<input type="checkbox"/> Not Working
------------------------------------	------------------------------------	---------------------------------	--------------------------------------

Job title/ Position:	Company name:
----------------------	---------------

Employer address:

Date Commenced:	Length of Employment:	Income:
-----------------	-----------------------	---------

Employer phone: (w)	(m)
---------------------	-----

Employer email:

Referee 1:	
Name:	
Phone: (hm)	(w) (m)
Email:	
Referee 2:	
Name:	
Phone: (hm)	(w) (m)
Email:	
Emergency Contact:	
Name:	
Phone: (hm)	(w) (m)
Email:	
Additional Comments – please feel free to include more information in regards to your application	
<p>100 points must be provided for Identification (only one document per category is counted)</p> <p>70 Points: Primary Documents – Birth Certificate, Birth Card (issued by the NSW Registry of Births, Deaths & Marriages), Citizenship Certificate, Current Passport.</p> <p>40 Points: Secondary Documents – <i>Must have a photograph and a name</i> – Drivers licence issued by an Australian State or Territory, Roads and Maritime Services (formerly RTA) photo card, identification card issued to a public employee, an identification card issued to a student at a tertiary education institution, Veteran Affairs Card, Government Phone ID.</p> <p>35 Points: <i>Must have name and address on</i> - Council rates notice, reference from current employer or a previous employer (within the last two years).</p> <p>25 Points: <i>Must have name and signature on</i> – Marriage certificate (for maiden name only), Foreign driver licence, Medicare card (signature not required).</p> <p>25 Points: <i>Must have name and address on</i> – Records of a public utility – phone, water, gas or electricity bill, Lease/rent agreement, Rent receipt from a licensed real estate agent.</p> <p>If you are not able to provide 100 points, please phone Addisons Property Management on 1300 736 509 and speak to the property manager</p>	
Applicant Signature: X	
OFFICE USE ONLY :	
Date Application Received:	Application Complete: Y / N
Application Submitted to Owner:	Date Application Approved:
Application Checked By:	