



Personal Details

Surname: _____
Given Names: _____
Date of Birth: _____
Drivers Licence/Passport Number: _____
State or Country Issued: _____
Additional Applicant/s Name: (Over 18 Years)

Vehicle Details

Make & Model: _____
Registration Number: _____

Contact Details

Mobile: _____ Work: _____
Email: _____

Property Details

Property Address:
Have you viewed the property? YES/ NO
Lease Term: 12mths 6mths Other
Commencement Date: / /
Rent: \$ Per Week
Bond: \$

Employment Details

Occupation: _____
Full Time Part Time Casual
Contractor Centrelink Pension
Current Employer: _____

If self-employed, please provide Accountant details

Accountant Name: _____
Accountant Contact: _____
Length of Employment: _____
Net Income: \$ Per Week/Per Month
Manager Name: _____
Manager Contact Number: _____
Previous Occupation: _____
Previous Employer: _____
Length of Employment: _____
Net Income: \$ Per Week/Per Month

Current Rental History

Current Address: _____
Rent: \$ Per Week/PCM
Length of time at current address:
Agent/Landlord:
Agent/Landlord Contact Number:
Reason for leaving:

Will you receive a full bond refund? YES NO
If No, please explain reason;



Previous Rental History

Previous Address:

Rent: \$ Per Week/PCM

Length of time at address:

Agent/Landlord:

Agent/Landlord Contact Number:

Reason for leaving: _____

Did you receive a full bond refund? YES NO
If No, please explain reason;

Pets

Will there be any pets residing at the property?

YES/NO

Type of Animal: (Cat, Dog, Bird Etc.)

Name: Age:

Type of Animal: (Cat, Dog, Bird Etc.)

Name: Age:

Emergency Contact

Not Husband, Wife or De Facto

Name:

Relationship:

Contact Number:

Address:

Professional References

Professional Reference 1

Name:

Relationship:

Phone:

Professional Reference 2

Name:

Relationship:

Phone:

Personal References

Personal Reference 1

Name:

Relationship:

Phone:

Personal Reference 2

Name:

Relationship:

Phone:



Elites affiliation with Move Me In is a simple and convenient time saving service assisting you with the connection of all your utilities to a choice of Australia's leading providers. No longer do you need to call each service provider individually, wait on hold and repeatedly give your personal details. We take care of it all for you at **NO COST** with the one simple phone call.

A representative from Move Me In will contact you within one working day of receiving an application.



Before Signing, please take note of the following;

- This application is accepted subject to the owner's approval and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date.
- Processing of applications usually take approximately 48 hours, with all references being contacted.
- Initial Rental payment must be made by bank cheque or money order within 24 hours after approval of application. No personal cheques or cash accepted.
- Keys will not be handed over until the lease agreement has been signed by all applicants and bond and rent has been paid in full.
- I hereby offer to rent the property from the owner under a lease to be prepared by the Agent/Landlord Lawyer. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act.
- I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I accept that the Real Estate Agent may conduct independent reference and credit checks on this application. I declare that I have inspected the premises.

Before any application can be processed, each applicant must achieve a minimum of 100 points:

You will need to bring the below items in already photocopied and attached to this application form – Please read application form carefully as some sections may not apply to you. Check that you have read all pages and signed where necessary.

Source	Applicant
COMPULSORY: Proof of income ie: payslip - bank statement - Centrelink form - letter from employer – ATO letter – Or if self-employed we can contact your accountant. Driver's License (if you do not have a license, please let us know first)	MUST HAVE
Your last (4) rent receipts if you rent a property	50 points
Own/owned a property? (must prove with a bill with that address on it)	50 points
Proof of Age Card or Key Pass	30 points
Passport/Visa details	30 points
Current Car/Motorbike Registration Papers	20 points
Minimum 2 References from previous Landlord/Agent	20 points
Copy of Phone, Gas and or Power Accounts for current address: each	10 points
TOTAL NUMBER OF POINTS:	

Privacy Statement:

The personal information the prospective tenant provides in this application or that which is collected from other sources is necessary for the Agent to verify the Application's identity and to process and evaluate the application and to manage the tenancy if the Agent has been engaged to manage the Property.

The personal information collected about the Applicant may be disclosed, by use of the internet or otherwise, to other parties, including media organizations, the landlord, tradespeople, referees, solicitors, financial institutions, parties engaged to evaluate the property, bodies corporate, other agents, clients of the Agent both existing and potential third party operators of tenancy reference databases, government and statutory bodies and other third parties as required by law. Information already held on tenancy reference databases may also be disclosed to the Agent and/or landlord. Unless you advise the Agents to the contrary, the Agent may also disclose such information to The Real Estate Institute Ltd for the purpose of documenting all leasing data in the area for the benefit of its members as part of membership services and for others in the property or related industries, and so as to assist them in continuing to provide the best possible service to their clients. In providing this information, you agree to its use, unless you advise the Agent differently. The privacy policy of the REI can be viewed on its website.

The Agent will only disclose information in this way to other parties to achieve the purpose specified above or as otherwise allowed under the Privacy Act.

If the Applicant would like to access this information they can do so by contact the Agent at the address and contact numbers contained in this Application. The Applicant can also correct this information if it is inaccurate, incomplete or out of date.

If the information is not provided, the Agent may not be able to process the application.

APPLICANT NAME:

SIGNATURE:

DATE: