

RENTAL APPLICATION

Raine & Horne Shailer Park

Ph: (07) 3801 1711

2/3 Mandew Street, Shailer Park Q 4128

Email: rentals@shailerpark.rh.com.au



Compulsory ID Checklist

Please use this checklist to ensure you have included all the following in your application.

PLEASE NOTE: All applicants **MUST** supply their own photocopies of required documentation.

A \$5 fee will apply for any photocopying of documentation that has NOT been supplied by the applicant.

- * PHOTO IDENTIFICATION: Driver's Licence / Passport / 18+ Card / University ID Card
(EACH OCCUPANT OVER 18 YEARS MUST PROVIDE PHOTO ID)
- * PROOF OF ADDRESS: Provide a copy of either a: Current lease agreement / Bond receipt / 4 recent rent receipts / Sales contract / Rates notice.
- * PROOF OF INCOME: Provide a copy of your 4 most recent pay slips
- * BANK STATEMENT: Provide a copy of your latest Bank statement
- * OTHER IDENTIFICATION: Provide a copy of your: Birth Certificate / Medicare card

Upon submitting a **FULLY COMPLETED** application form, the required processing time is 24-48 hours. Our property management team will contact you once the processing is complete and will advise whether your application has been successful or unsuccessful.

If your application is unsuccessful, you are able to collect your application from our office within 7 days of being notified. Should you not wish to collect it (or after 7 days) it will be ethically destroyed.

SUCCESSFUL APPLICATIONS

If the property owner approves your application, our property management team will phone you to arrange an appointment for ALL applicants to come into the office and agreed to a be photographed for identification purposes to secure the property. At this time all applicants over 18 years will be required to read and sign a 'General Tenancy Agreement'. Additionally an amount equal to 2 weeks rent must be paid within 24 hours into the Raine & Horne Shailer Park trust account to secure the property. Failure to pay within 24 hours will result in your application being cancelled.

IF WE DO NOT HAVE ALL OF THE ABOVE REQUIRED DOCUMENTATION
WE WILL BE UNABLE TO PROCESS YOUR APPLICATION.

RENTAL PROTERTY ADDRESS: _____

Lease to commence: _____ Lease Term (*circle*) 6mth 12mth Rent per week \$ _____

Pets allowed: Yes / No (*If yes, please request a pet form from our office*)

PERSONAL INFORMATION TENANT 1

1) First Name:

Middle Name:

Last Name:

Date of Birth:

E-mail

Mobile No.:

Work Phone:

Home No.:

Work Company:

ID type / No.:

PERSONAL INFORMATION TENANT 2

2) First Name:

Middle Name:

Last Name:

Date of Birth:

Email:

Mobile No.:

Work Phone:

Relationship to
tenant No. 1

Work Company:

ID type / No.

PERSONAL REFERENCE - NOT LIVING WITH EITHER APPLICANT

Full name:

Address:

Email:

Phone:

If more tenants are to be listed on this application please print this page again and attach

We the above mentioned applicants who are over the age of 18 years agree and authorise Raine & Horne Shailer Park to use our personal information to contact one or more of the following residential tenancy databases to check our past tenancy history for the purpose of deciding whether the landlord should enter into a tenancy agreement with us:

* NTD 1300 563 826 ntd.net.au * TRA 02 9363 9244 tradingreference.com

* TICA 1902 220 346 tica.com.au * RPDATA 1300 734 318 rpdata.com.au

Signed: T1: _____ T2: _____

PRIVACY DISCLOSURE STATEMENT OF RAINE & HORNE SHAILER PARK

- * We are an independent owned and operated business. We are bound by the national privacy principals.
- * We collect personal information about you in this form, to assess your application for residential tenancy.
- * We may also collect information from your previous lessors, letting agents, current employer or references.
- * We will also check if any details of tenancy defaults by you are held on a tenancy default database.
- * By signing, you consent to us to collect this information.

Signed: T1: _____ T2: _____

RENTAL HISTORY

1) Address:

City: _____ State: _____ Post Code: _____

Agent Name: _____ Agent Phone: _____

Agent Email: _____

Date In: _____ Date Out: _____

Did you break
the lease early:
If Yes Why?

Reason for
Moving:

2) Address:

City: _____ State: _____ Post Code: _____

Agent Name: _____ Agent Phone: _____

Agent Email: _____

Date In: _____ Date Out: _____

Did you break
the lease early:
If Yes Why?

Reason for
Moving:

Tenant 1: EMPLOYMENT HISTORY

Occupation

Employer Name

Employer Phone:

Employer
Address:

Employer Email:

Start Date:

Current Gross
Income:

(Circle) Weekly Fortnightly Yearly

Tenant 2: EMPLOYMENT HISTORY

Occupation

Employer Name

Employer Phone:

Employer
Address:

Employer Email:

Start Date:

Current Gross
Income:

(Circle) Weekly Fortnightly Yearly

DECLARATION

I hereby offer to rent the property from the owner under lease to be prepared by the Agent. Should this application be accepted by the Landlord, i agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in in all pages of this application is true and correct and given of my own free will. I declare that i have inspected the premises and am not bankrupt. I authorise the Agent to obtain personal information about me from current or previous residence Agents, my personal referee for this application, and any person who maintain any record, listing or database for defaults by tenants and i authorise and consent to each of those persons providing requested personal information about me to the Agent. If i default under a rental agreement, i agree that the Agent may disclose details of any such default to the tenancy default database and to agents/landlords of properties I may apply for in the future. I am aware the agent will use and disclose my personal information from within this application. I am aware that if the information is not provided or i do not consent to give my personal information the Agent can not provide me with the lease/tenancy of the premises.

Applicant 1 Full name, signature & date: _____

Applicant 2 Full name, signature & date: _____