

NOTE: A charge of \$5.00 per application applies if photocopying of documents is required.

Prior to any Tenancy Application being considered each applicant is required to produce sufficient identification which totals 100 points.

* Drivers License	30	Tenancy History Ledger	20	*Pay Advice	20	Gas Account	15
* Passport	30	Previous 4 rent Receipts	20	Motor Vehicle Registration	20	Council Rates	15
* Proof of Age Card	30	Rental Bond Receipt	20	Telephone Account	20	Water Rates	15
Medicare Card	30	Birth Certificate	10	Electricity Account	20	Pension Card	15

* Must have minimum one of these items

Where did you see this property Advertised? mmj.com.au realestateworld.com.au realestate.com.au other

Property Details

Address of Property: _____

Preferred Lease Commencement Date: _____ Lease Term: _____ Rent per Week: \$ _____

Applicant Details

First Name: _____ Middle Name: _____ Surname: _____

Current Address: _____

Home Phone: _____ Mobile: _____ Work Phone: _____

Email: _____ Date of Birth: _____

Passport No: _____ Passport Country: _____

Drivers Licence Number: _____ Drivers Licence State: _____

Motor Vehicle Make/ Model: _____ Registration Number: _____

Names of all other occupants for the property: _____

Names and ages of any children to occupy the property: _____

Number of pet (s): _____ Type of pet (s): _____

Current Rental Details

Current Rent \$ per week: _____ How long have you lived there? _____ Months

Agent/ Landlord: _____ Contact Phone Number: _____

Why are you leaving?: _____

Previous Address

Address: _____

Rent \$ per week: _____ How long have you lived there? _____ Months

Agent/ Landlord: _____ Contact Phone Number: _____

Why did you leave? : _____

Was Bond refunded in full? Yes No If no please specify why: _____

Next of kin

Given Name (s): _____ Surname: _____

Current Address: _____

Home Phone: _____ Mobile: _____

Email: _____ Relationship: _____

Martin Morris & Jones Windang

231 Windang Road, Windang PO Box 31 Windang NSW 2528
 Ph: 0242 964 444 Fax: 0242 971 547 E: mmjwindang@mmj.com.au



Nearest Relative (Not living with you)

Given Name (s):	Surname:
Current Address:	
Home Phone:	Mobile:
Email:	Relationship:

Personal / Business Reference (Not a Relative)

Given Name (s):	Surname:
Current Address:	
Home Phone:	Mobile:
Email:	Relationship:

Personal / Business Reference (Not a Relative)

Given Name (s):	Surname:
Current Address:	
Home Phone:	Mobile:
Email:	Relationship:

Current Employment Details

Occupation:	Employer:
Employer's Address:	Phone:
Contact Name (Payroll / Manager):	
Net Weekly Employment Income:	

Previous Employer Details (If current employment is less than 6 months)

Occupation:	Previous Employer:
Employer's Address:	
Contact Name (Payroll / Manager):	Phone:

Self Employment Details

Business Name:	Business Type:
Business Address:	
Position Held:	ABN:
Accountant Name:	Phone:
Address:	

Income

Net weekly employment Income:	Net weekly income from other sources:
Source (s) of other income:	

Student Information

Place of Study:	Course Name:
Course Length:	Enrolment / Student No:

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I confirm the following:

1. During my inspection of the property I found it to be in a clean and reasonable condition YES NO
2. If no, I believe the following items should be attended to prior to commencement of my tenancy. I acknowledge that these items are subject to the landlord's approval. _____

3. I consent to the information provided on this application being verified and a reference check on national tenancy databases being undertaken.
4. I confirm that I am not bankrupt and that I have not entered into any scheme of arrangement of monies owed to any creditors. I further declare that I am not paying off any previous rental debt.
5. I agree and understand that in the event of this application being rejected there is no requirement of law for the agent to disclose to me any reason for such rejection. I also agree that I will not raise any objection for not being provided a reason for any rejection of this application.

Privacy Statement

The personal information you provide on this application or collected by us from other sources is necessary for us to verify your identity, to process and evaluate your application and manage the tenancy. Personal information collected about you in this application and during the course of your tenancy may be provided to, the landlord, referees, other agents, and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the landlord. If you would like to access the personal information we hold about you, you can contact your property manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required by you is not provided by you, we may not be able to process your application and manage your tenancy.

Application

I, the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises.

I, the Applicant, declare that the information provided by me is true and correct.

I have inspected the above premises and wish to apply for a tenancy of the premises for a period of _____ months, at a rental of \$_____ per week.

I undertake to pay a Rental Bond and the first two (2) weeks rent by **bank cheque** or **money order** payable to **Martin Morris & Jones Windang** upon signing the Residential Tenancy Agreement.

Statement of Costs:	Rental Bond	(Four (4) weeks rent)	\$ _____
	Rent in Advance	(Two (2) weeks)	\$ _____
	50% of Residential Tenancy Application preparation Fee		\$ 15.00

		TOTAL \$	-----

Applicants Name _____ Applicants Signature _____

Date _____

