



Beenleigh City Real Estate
15 James Street, Beenleigh QLD 4207
PH: (07) 3807 8888 Fax: (07) 3807 6088
Email: rentals@bcre.com.au

Written Notice about Use of Tenancy Databases

Section 458A Residential Tenancies and Rooming Accommodation Act 2008 Residential tenancy databases are often used by lessors (landlords) and property managers to check an applicant's tenancy history and improve their chances of finding a reliable tenant. Under the Residential Tenancies and Rooming Accommodation Act 2008, lessors and property managers must provide written notice to prospective tenants about the residential tenancy databases that they use and how a prospective tenant can contact that database operator. The database/s we use are:

Barclay MIS Protect & Collect Pty Ltd

Telephone: 1300 883 916
 PO Box 553, Wynnum QLD 4178

Tenants can request details of any history pertinent to them by sending a reply paid envelope to the above address.

TICA

1902 220 346 (calls charged at \$5.45 per minute, higher from mobile phones)
 PO Box 120, Concord NSW 2137

If we discover personal information about you on a tenancy database during the application process, we will advise you in writing within 7 days of using the database.

Declaration:

I/We hereby offer to rent the property from the owner under the lease to be prepared by the Agent. I acknowledge that I/We will be required to pay two weeks and four weeks bond, and this application is subject to the approval of the owner/landlord. I/We declare that all information contained in this application and all attachments is true and correct and given of my/our own free will. I/We declare that I/We have inspected the property and are applying for the property accepting its current condition. I/We acknowledge and accept that if this application is rejected, the agent is not legally obliged to give reasons for the rejection. I/We authorize the Agent to obtain details of my/our credit worthiness from a) the owner or Agent of my current or previous address, b) any record, listing or database of defaults by tenants. If I/We default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agents reasonably considers has an interest in receiving such information.



Applicant 1: _____



Signature: _____

Applicant 2: _____

Signature: _____

Date: _____

Date: _____

Please provide copies of the following: tick off to ensure you have provided all documents.

Photo ID- we require (1) of the following;

- Drivers Licence
- 18+ Card
- Passport
- If you are married, copy of birth certificate with Maiden name

Proof of Income- if employed we require (1) of the following;

- Current (2) payslips
- Company letter confirming employment

If self-employed we require (1) of the following;

- Latest bank statement
- Confirmation letter from accountant
- Latest tax return

If you receive Centrelink benefits- we require the following;

- Latest income statement

Proof of current address - we require (1) of the following;

- Latest electricity bill
- Phone/internet bill

If you own a vehicle- we require the following;

- Registration papers

If you own a property or have recently SOLD- we require the following;

- Latest rates
- Confirmation letter for settlement date

If you are privately renting - we require the following;

- Rent payment history
- Reference from your current landlord



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To process your application, we require all of the following:

Complete **ALL** details and sign the application form with all relevant information and reference details. All occupants 18 years and above must provide their information as an applicant.

Failure to miss any details may result in your application not being processed.

Please note: The processing of applications can take up to 24-48 hours (approximately)

Applicant one name: _____

Applicant two name: _____

Proposed rental address: _____ Suburb: _____

Date you want to move in: _____ Rent: \$ _____ Bond: \$ _____ Bond Loan: Yes / No

Number of people residing at the property: Number adults: _____ Number children: _____ age/s: _____

Do you have any pets: yes / no - List all animals type/breed _____

No. animals: _____ Are the animals registered? Yes / No - if yes registration number _____

Vehicle Registration Number: _____ Vehicle colour and type : _____

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Please complete the following: (Circle)

Have you ever been evicted by any landlord or agent: Yes / No

Have you ever been advised that you are listed on TICA: Yes / No

Have you ever been refused another property: Yes / No

Are you in debt to another landlord or agent: Yes / No

Have you assessed that you can afford the rent: Yes / No

Have deductions ever been made from your Bond: Yes / No

If Yes, what deductions were made:

myconnect



myconnect is a FREE and easy to use utility connection service



Yes, Please Contact Me

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 34121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

Tick here to opt out

IMPORTANT:

Should your application be approved you will be asked to pay the following: **PLEASE TICK ONCE YOU HAVE READ AND UNDERSTOOD**

Within 24 hours of our office notifying you of your approval of this property you will need to pay one (1) weeks rent as a holding deposit. Please pay cash and bring the correct amount. This will be converted to rent when you sign the lease.

You have 48 hours to withdraw the application after the deposit is paid for a full refund, after this time the deposit will be lost and paid to the owner of the property.

At the sign up appointment you will be required to pay five (5) weeks; (four 4 weeks) bond + (one 1 weeks) rent. This amount can **ONLY** be a Money Order or Bank Cheque. No cash/EFTPOS.

APPLICANT ONE (1):

First Name: _____ Middle Name: _____ Last name: _____

Contact number: _____ Driver's Licence / 18+ card number: _____

Date of birth: ____/____/____ Email address: _____

Current address:

Situation: Renting / Owned / Other: _____

How long have you resided at the property?: _____ months / years - Rent amount: \$ _____

Reason for leaving: _____

Landlord / Agent Details of this property:

Name of Landlord or Agent: _____ Phone number: _____

Email address: _____ Fax number: _____

Previous address:

Situation: Renting / Owned / Other: _____

How long had you been at the property? _____ months / years - Rent amount: \$ _____

Reason for leaving: _____

Landlord / Agent Details of this property:

Name of Landlord or Agent: _____ Phone number: _____

Email address: _____ Fax number: _____

Employment:

Employer/business name/details: _____

If you are employed are you: **Full time** **Part time** **Casual** **Contract** Weekly income: \$ _____

Current occupation: _____ Contact person _____, their position _____

Contact number: _____ Length of Employment: _____

If receiving Centrelink payments: **Yes / No** Type of payment: _____

Weekly payments: \$ _____ or fortnightly payments: \$ _____

Emergency contact not residing with you:

Name: _____ Relationship: _____ Contact number: _____

Full address: _____

AGREEMENT OF COMPLIANCE WITH SECTION 58 OF THE RTA ACT 2008

I / We have read and understand all of the terms and conditions in this document and want to continue with the application for this property. 1). 18A – General Tenancy Agreement 2). Annexure A. 3). Pet Lease Agreement.



Signed: _____ **Date:** ____ / ____ / ____

APPLICANT TWO (2):

First Name: _____ Middle Name: _____ Last name: _____

Contact number: _____ Driver's Licence / 18+ card number: _____

Date of birth: ____/____/____ Email address: _____

Current address:

Situation: Renting / Owned / Other: _____

How long have you resided at the property?: _____ months / years - Rent amount: \$ _____

Reason for leaving: _____

Landlord / Agent Details of this property:

Name of Landlord or Agent: _____ Phone number: _____

Email address: _____ Fax number: _____

Previous address:

Situation: Renting / Owned / Other: _____

How long had you been at the property? _____ months / years - Rent amount: \$ _____

Reason for leaving: _____

Landlord / Agent Details of this property:

Name of Landlord or Agent: _____ Phone number: _____

Email address: _____ Fax number: _____

Employment:

Employer/business name/details: _____

If you are employed are you: **Full time** **Part time** **Casual** **Contract** Weekly income: \$ _____

Current occupation: _____ Contact person _____, their position _____

Contact number: _____ Length of Employment: _____

If receiving Centrelink payments: **Yes / No** Type of payment: _____

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Signed: _____ **Date:** ____ / ____ / ____



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RENTAL REFERENCE REQUEST

I / We have read the Privacy Act 2000 - Consent and Collection Notification handed to us by Beenleigh City Real Estate and agree to allow Beenleigh City Real Estate to collect the below information.

Print Name: (1) _____ **Print Name: (2)** _____

 **Sign:** _____  **Sign:** _____

To: _____ Email: _____

Re: Tenant/s: _____

Property: _____

It would be greatly appreciated if you could please complete the following rental reference and return it to by fax (07) 3807 6088 or email rentals@bcre.com.au along with a copy of a rental ledger, at your earliest convenience.

Rental Ledger Attached: Yes / No

Where the above tenants listed as tenants on the lease? Yes / No

Rental Period: From _____ / _____ / _____ to _____ / _____ / _____

Rental Amount: \$ _____

Were payments received on time? Always Sometimes Never Other – provide comments: _____

Breaches issued: Form 11's _____ Form 12's _____

Reason for Notices: _____

Was the lease terminated? Yes / No - Terminated by: Tenants / Agent

If yes, the reason: _____

Routine Inspections: Carried out: Yes No - Excellent / Good / Fair / Poor

Tenancy issues arising from inspection? _____

Yard maintenance? (If Applicable) Yes No _____

Animals kept at the property? Yes No Type/s: _____

Any problems caused by animals? _____

Was the property left clean and undamaged apart from general wear and tear on vacating? Yes No

Comments: _____

Was bond refunded in full? Yes No

Would you rent to these tenants again? _____

How were the tenants to deal with? Excellent / Good / Average / some issues

Any additional comments: _____