



28 BOKISSA RD
PALM COVE QLD 4879
07 4059 0111
propertymanager@ner.net.au

TENANCY APPLICATION FORM

PROPERTY DETAILS

ADDRESS: _____

RENT PER WEEK: \$ _____

PREFERRED LEASE COMMENCEMENT DATE: _____

PREFERRED LEASE TERM: 3 mths / 6 mths / 12mths

APPLICANT 1 - DETAILS

NAME: _____

DATE OF BIRTH: _____

DRIVERS LICENCE NO: _____ STATE: _____

HOME TELEPHONE NO: _____ MOBILE NO: _____

EMAIL ADDRESS: _____

NUMBER OF ADULTS RESIDING IN THE PROPERTY: _____

NUMBER OF CHILDREN RSIDING IN THE PROPERTY: _____

CHILDREN'S AGES: ___ / ___ / ___ / ___ / ___ / ___

PETS: YES / NO NUMBER OF PETS: _____

TYPE/S: _____ BREED: _____

TENANCY HISTORY

CURRENT ADDRESS: _____

LENGTH OF TENANCY: _____ **WEEKLY RENT \$** _____

RENTAL AGENCY: _____

PROPERTY MANAGERS NAME: _____

PHONE: _____ **EMAIL:** _____

REASON FOR LEAVING: _____

PREVIOUS ADDRESS: _____

LENGTH OF TENANCY: _____ **WEEKLY RENT \$** _____

RENTAL AGENCY: _____

PROPERTY MANAGERS NAME: _____

PHONE: _____ **EMAIL:** _____

REASON FOR LEAVING: _____

EMPLOYMENT DETAILS

EMPLOYER: _____

POSITION: _____

EMPLOYMENT: Full Time/ Part Time/ Casual **DURATION:** _____

PAYROLL CONTACT: _____ **PHONE:** _____

NET EARNINGS PER WEEK: \$ _____

REFERENCES

REFERENCE 1: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **MOBILE:** _____

REFERENCE 2: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **MOBILE:** _____

EMERGENCY CONTACT

NAME: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **WORK PHONE:** _____

MOBILE: _____ **EMAIL:** _____

PLEASE ANSWER THE FOLLOWING:

Have any of your previous tenancies been terminated? YES/NO

Do you have any outstanding debt with a previous landlord/agent? YES/NO

Is there any existing reason that may affect your ability to pay rent? YES/NO

If you answered yes to any of the above, please provide details:

VEHICLE DETAILS

NUMBER OF VEHICLES TO BE KEPT AT THE PROPERTY: _____

MAKE & MODEL: _____

REGISTRATION: _____

APPLICANT 2 - DETAILS

NAME: _____

DATE OF BIRTH: _____

DRIVERS LICENCE NO: _____ **STATE:** _____

HOME TELPHONE NO: _____ **MOBILE NO:** _____

EMAIL ADDRESS: _____

NUMBER OF ADULTS RESIDING IN THE PROPERTY: _____

NUMBER OF CHILDREN RSIDING IN THE PROPERTY: _____

CHILDREN'S AGES: ___ / ___ / ___ / ___ / ___ / ___

PETS: YES / NO **NUMBER OF PETS:** _____

TYPE/S: _____ **BREED:** _____

TENANCY HISTORY

CURRENT ADDRESS: _____

LENGTH OF TENANCY: _____ **WEEKLY RENT \$** _____

RENTAL AGENCY: _____

PROPERTY MANAGERS NAME: _____

PHONE: _____ **EMAIL:** _____

REASON FOR LEAVING: _____

PREVIOUS ADDRESS: _____

LENGTH OF TENANCY: _____ **WEEKLY RENT \$** _____

RENTAL AGENCY: _____

PROPERTY MANAGERS NAME: _____

PHONE: _____ **EMAIL:** _____

REASON FOR LEAVING: _____

EMPLOYMENT DETAILS

EMPLOYER: _____

POSITION: _____

EMPLOYMENT: Full Time/ Part Time/ Casual **DURATION:** _____

PAYROLL CONTACT: _____ **PHONE:** _____

NET EARNINGS PER WEEK: \$ _____

REFERENCES

REFERENCE 1: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **MOBILE:** _____

REFERENCE 2: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **MOBILE:** _____

EMERGENCY CONTACT

NAME: _____ **RELATIONSHIP:** _____

HOME PHONE: _____ **WORK PHONE:** _____

MOBILE: _____ **EMAIL:** _____

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VEHICLE DETAILS

NUMBER OF VEHICLES TO BE KEPT AT THE PROPERTY: _____

MAKE & MODEL: _____

REGISTRATION: _____

OFFICE USE ONLY

100 POINT IDENTIFICATION CHECK

PASSPORT	70 POINTS	
BIRTH CERTIFICATE	70 POINTS	
DRIVERS LICENSE/PROOF OF AGE	70 POINTS	
PAYSLIP/OR RENT RECEIPTS	25 POINTS	
CAR REGISTRATION/UTILITY ACCOUNT	25 POINTS	
MEDICARE/BANK CARD	25 POINTS	
BANK STATEMENT/PHONE BILL	25 POINTS	

PRIVACY STATEMENT

PRIVACY DISCLOSURE STATEMENT FOR NORTHERN EXPOSURE REALTY

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agents, your current or previous employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the lessor of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the lessor's insurers. We may also send personal information about you to lessors/agents of any other properties at your request. You have the right to access personal information that we hold about you by contacting our office. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the lessor or the relevant property or, if considered, may be rejected.

PRIVACY CONSENT

I the applicant acknowledge that I have read the Privacy statement of Northern Exposure Realty. I authorise Northern Exposure Realty to collect information about me from: My previous landlords and or agents, my personal referees, and the Tenancy Default Database which may contain personal information about me. I also authorise Northern Exposure Realty to disclose details about my defaults by me under the tenancy to which this application relates to any Tenancy Default Database to which it subscribes including Tenancy Information Centre of Australia (TICA)

I authorise Northern Exposure Realty to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside Australia and to any third parties- valuers, contractors, sales people, insurance companies, body corporates, other agents and Tenancy Default Databases.

Applicant 1 - Name

Signature

Date

Applicant 2 - Name

Signature

Date

ATTENTION ALL APPLICANTS

Please read and consider PRIOR to submitting the application

For your application to be processed a deposit of ONE WEEKS RENT must be paid with this application.

If your application isn't approved this deposit will be refunded.

After 24 hours of your application being lodged, should you not proceed with this application for any reason your deposit will be forfeited.

Should your application then be approved, a further ONE WEEKS RENT must be paid in our office within 24 hours of your application being approved.

APPLICANT 1 – INITIAL

APPLICANT 2 – INITIAL

Upon signing your Lease Agreement the remaining 1 week rent and bond is to be paid in full prior to collection of keys. We do not accept bond transfers.

APPLICANT 1 – INITIAL

APPLICANT 2 – INITIAL

I/We agree to take the premises as found when inspecting inside and outside the property unless stated as a special condition in the lease agreement.

APPLICANT 1 – INITIAL

APPLICANT 2 – INITIAL

Each applicant is to provide 100 points of identification before your application will be processed.

APPLICANT 1 – INITIAL

APPLICANT 2 – INITIAL

With regard to references **we do not accept friends and family**. All references must be separate with each application submitted. Employers, co workers or current renting/selling agents are acceptable referees.

APPLICANT 1 – INITIAL

APPLICANT 2 – INITIAL

.....
APPLICANT 1

.....
APPLICANT 2

.....
DATE

.....
WITNESS

.....
WITNESS

.....
AGENT

PLEASE EMAIL COMPLETED FORM TO :

propertymanager@ner.net.au with all relevant documents for processing.