



Real Estate

RENTAL APPLICATION

ELDERS REAL ESTATE VICTOR HARBOR & NORMANVILLE

Proof of identification & income check

We require each applicant to provide the following identification, as well as proof of income statements (to confirm the rent is affordable for the applicant).

*** Photo ID (at least 1 types):**

- ☐ Current Driver's Licence
- ☐ Passport (Current & Valid)
- ☐ Proof of Age card—with photo
- ☐ Tertiary Education photo ID

*** Utilities bill (at least 2 types) showing Name & Address:**

- ☐ Phone bill
- ☐ Electricity or Gas bill
- ☐ Council rates
- ☐ Current Vehicle registration
- ☐ Current Agent Rent History Ledger

Extra optional identification documents showing Name & Address:

- ☐ Centrelink / Pension Concession card
- ☐ Medicare

*** Proof of Income:**

- ☐ Bank statement (last months)
- ☐ Centrelink Statement of Income
- ☐ Payslips 3x weeks

*** Required**

Your application will be processed with the information provided and submitted to the landlord for their acceptance or non-acceptance for tenancy. This is always a landlord decision. We are unable to give reasons for non-acceptance by a landlord.

IF YOUR APPLICATION IS SUCCESSFUL, you will be asked to pay the Bond and the first 2 weeks rent and sign the Lease as soon as possible. ** Water charges may apply — please check with the Property Manager.

Utilities

Connection of electricity, telephone and gas to the property, is the responsibility of the tenant. If you require assistance, please let us know and we can refer you to our connection service.

Elders Property Management

Victor Harbor Office

11-13 Victoria Street,
Victor Harbor SA 5211

p | 08 8555 9066

e | vhrentals@elders.com.au

Normanville Office

Shop 1/91 Main Rd
Normanville SA 5204

p | 08 8598 6100

e | vhrentals@elders.com.au

BOND REQUIRED

**Bond equivalent to
4 weeks rent is
required
(+ 2 weeks rent up
front)**



Real Estate

APPLICATION FOR RESIDENTIAL TENANCY

The Agent - **ELDERS Real Estate Victor Harbor & Normanville**

APPLICANTS NAMES – 1.....
2.....

PROPERTY REQUIREMENTS –

PROPERTY ADDRESS (If known)

LOCATION..... COMMENCEMENT DATE

NO. BEDROOMS TO RENT \$..... TO \$.....per week LEASE TERM 6 / 12 MONTHS

OTHER REQUIREMENTS -
.....
.....

Please indicate how you propose to pay your bond:

Please indicate how you propose to pay your initial rent:

☐ Own funds ☐ Borrowed Funds ☐ Housing SA

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IMPORTANT- PLEASE READ CAREFULLY

The applicant acknowledges:

1. that the landlords insurance will not cover the tenant's contents and it is advised that the tenant should obtain contents and public liability insurance.
 2. that the terms and conditions were available at the time of applying as these form part of the tenancy agreement and the tenant agrees with these terms and conditions.
 3. that upon viewing the property and being advised of approval of this application by the agent a legal tenancy agreement is created and if the tenant(s) choose not to proceed, the agent will begin procedures to relet the property and MAY choose to recover costs incurred from the reletting as set down by the Residential Tenancies Act 1995.
 4. That unless agreed otherwise the tenant shall be liable for all water costs pertaining to the property as per State calculations. Costs to be calculated on a daily basis.
 5. Please Note: Our tenancy agreements contain a special clause stating: NO SMOKING INSIDE THE PREMISES
- I hereby offer to rent the property from the owner under a 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 owner/landlord.
- I declare that all information contained in this three paged application is true and correct and given of my own free will.
- I declare that I am not bankrupt.
- I authorise the Agent to obtain personal Information from:
- (a) The owner or the Agent of my current or previous residence;
 - (b) My personal referees and employer/s;
 - (c) Any record listing or database of defaults by tenants;
- If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.
- I am aware that the Agent will use and disclose my personal information in order to:
- (a) communicate with the owner and select a tenant
 - (b) prepare lease/tenancy documents
 - (c) allow tradespeople or equivalent organisations to contact me
 - (d) lodge/claim/transfer to/from a Bond Authority/Trust Account
 - (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
 - (f) refer to collection agents/lawyers (where applicable)
 - (g) complete a credit check with NTD (National Tenancies Database) or TICA
- I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

SIGNATURES REQUIRED

SIGNATURE DATE/...../.....

SIGNATURE DATE/...../.....

**WE ARE UNABLE TO PROCESS THIS APPLICATION UNLESS ALL DETAILS ARE FULLY COMPLETED,
PRIVACY ACT ACKNOWLEDGEMENT SIGNED, REQUESTED COPIES OF IDENTIFICATION AND PROOF OF
INCOME IS RECEIVED**



PERSON 1

*(Mr/Mrs/Ms/Miss) Surname.....

Given Names.....

Age: years Date of Birth/...../.....

REQUIRE AT LEAST 2 CONTACT NUMBERS OR EMAIL

CONTACT Home

NUMBERS: Work.....

Mobile

Email Address

RENTAL HISTORY

Please circle

Are you **RENTING** or **OWN HOME** or **LIVING WITH FAMILY/FRIENDS**

Current Address

.....

Start Date/...../..... **End**/...../..... **Rent per week \$**.....

Landlord/Agent.....

Phone

Reason for vacating.....

.....

PREVIOUS LANDLORD/AGENT

Previous Rental Address

.....

Start Date/...../..... **End**/...../..... **Rent per week \$**.....

Landlord/Agent.....

Phone

Reason for vacating.....

.....

Was bond fully refund YES / NO

If no, why not

PERSON 2

*(Mr/Mrs/Ms/Miss) Surname.....

Given Names.....

Age: years Date of Birth/...../.....

REQUIRE AT LEAST 2 CONTACT NUMBERS OR EMAIL

CONTACT Home

NUMBERS: Work.....

Mobile

Email Address

RENTAL HISTORY

Please circle

Are you **RENTING** or **OWN HOME** or **LIVING WITH FAMILY/FRIENDS**

Current Address

.....

Start Date/...../..... **End**/...../..... **Rent per week \$**.....

Landlord/Agent.....

Phone

Reason for vacating.....

.....

PREVIOUS LANDLORD/AGENT

Previous Rental Address

.....

Start Date/...../..... **End**/...../..... **Rent per week \$**.....

Landlord/Agent.....

Phone

Reason for vacating.....

.....

Was bond fully refund YES / NO

If no, why not

PETS— If this question is not answered, we will assume you have NO PETS and pets will not be approved

Do you have pets— YES / NO

Does the pet(s) come inside— YES / NO

Please supply full details of all pets (Breed, Age, Desexed, Name)

.....
.....
.....



CURRENT EMPLOYMENT

Position/Occupation.....
Business Name
Business Address
Supervisor/Manager.....
Phone (Work) (M)
Length of Service Casual / Part Time / Full Time
Income \$.....per week / fortnight

AND/OR OTHER INCOME

1. Income \$.....per week / fortnight
Income Source - Centrelink / Child Support / Other
If other please specify
2. Income \$.....per week / fortnight
Income Source - Centrelink / Child Support / Other
If other please specify

PREVIOUS EMPLOYMENT

Position/Occupation.....
Business Name
Business Address
Supervisor/Manager.....
Phone (Work) (M)
Length of Service *months/years
Income \$.....per week gross

EMERGENCY CONTACT (NOT LIVING WITH YOU)

Name.....
Address.....
Relationship to you.....
Phone (H) (W)
MobileOther.....

CURRENT EMPLOYMENT

Position/Occupation.....
Business Name
Business Address
Supervisor/Manager.....
Phone (Work) (M)
Length of Service Casual / Part Time / Full Time
Income \$.....per week / fortnight

AND/OR OTHER INCOME

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Income Source - Centrelink / Child Support / Other
If other please specify

PREVIOUS EMPLOYMENT

Position/Occupation.....
Business Name
Business Address
Supervisor/Manager.....
Phone (Work) (M)
Length of Service *months/years
Income \$.....per week gross

EMERGENCY CONTACT (NOT LIVING WITH YOU)

Name.....
Address.....
Relationship to you.....
Phone (H) (W)
MobileOther.....

FULL NAMES / AGES OF ANY OTHER PERSONS WHO WILL OCCUPY THE PREMISES

Please note –all persons **18 years of age or over** must fill in the application form as an applicant.

Name : Age

Name : Age

Name : Age

Name : Age