TENANCY APPLICATION

60 Leichhardt Street, Spring Hill, Qld. 4000
Phone: 07 3839 5000 Fax: 07 3839 5003
Email: rentals@innerbrisbane.com
Web: www.innerbrisbane.com

Should your application be approved, a total of six (6) weeks rent is to be paid to our agency within 24-48 hours to secure the property. This total is comprised of two (2) weeks rent in advance and four (4) weeks rental bond. All monies paid must be by EFTPOS, Visa or Mastercard (1% fee applies), bank cheque or money order payable to Harcourts City. We do not accept cash or personal cheques. Please be aware that we do not accept bond transfers however, will accept bond loans issued by the Queensland Housing Trust.

Approved Methods of Rent Payment: We offer a convenient payment system which allows you to pay your rent via credit card or direct debit from your bank account using the One Rent provider. There is a convenience fee of $1.65/ transaction for use of this system. Alternatively, you can send us bank cheques or Money Orders. Please complete the One Rent form to be submitted with this application.

Selection Criteria: Our property owner's will approve your application based on the following selection criteria:

- Confirmation of identification
- Employment and/or income confirmation
- Verification of previous rental history and/or ownership of property
- Tenancy Information Centre of Australia (TICA) search to confirm previous residential background

Property Details Address: ..... Date of Application: .....

Lease Start Date: ..... Period of Lease: ..... Rent per week: $.....

General Details Title: ..... Given Names: ..... Surname: .....

Dependents (incl. Age): .....

Number of people who will be residing at the property: .....

Home Phone: ..... Work Phone: ..... Mobile Phone: .....

Email Address: .....

Date of Birth: ..... Nationality: ..... Passport No: .....

Country of Residence: ..... Type of Visa & Expiry (if applicable): .....

Driver's Licence Country/State: ..... Driver's Licence No: .....

Pets? Yes / No circle as appropriate Description: .....

Address Details **Current:** ..... Tenant / Owned Home / Parents
circle as appropriate

Landlord/Agent/Parents Name & Phone (if appropriate): .....

Period There: ..... Rent Paid (if appropriate): ..... Reason for Leaving: .....

Previous Address: ..... Tenant / Owned Home / Parents
circle as appropriate

Landlord/Agent/Parents Name & Phone (if appropriate): .....

Period There: ..... Rent Paid (if appropriate): ..... Reason for Leaving: .....

Source How did you hear this property? .....If website, which one?.....

Harcourts Connect

Phone: 1300 554 323
Fax: 1300 889 598
Email: info@connectnow.com.au

A free service –

Connecting Your Utilities Has Never Been Easier

Harcourts Connect is a simple and convenient time saving service assisting you to connect your Electricity, Gas, Phone, Internet and Pay-TV to a choice of Australia's leading providers. Harcourts Connect can also assist with discounted quotes for removalists, van/truck hire, cleaning services and security monitoring.

No longer do you need to call each service provider individually, wait on hold and repeatedly give your personal details. We take care of it all for you with the one phone call.

A Harcourts Connect representative will make all reasonable efforts to contact you within one working day of receiving an application. If we can't contact you, please ring 1300 554 323 to ensure all connections can be completed on time.

Harcourts Connect is powered by ConnectNow Pty Ltd (ABN 79 097 398 662). I consent for ConnectNow to arrange the connection of the nominated home services and to providing information contained in this application to the service providers. I agree that neither ConnectNow nor the Agent accepts liability for loss caused by delay in, or failure to provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames and terms & conditions once you have agreed to use the chosen service provider. I authorise for the National Metering Identifier to be obtained from my address for supply details. It is my responsibility to ensure that the main electricity switch is in the "Off Position" between 7am & 7pm on the day connection is required and that there is easy access to the property. While the ConnectNow service is FREE, standard service provider connection fees and charges still apply. I pay NO extra charges as a result of using the ConnectNow service. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that ConnectNow will be paid a fee by the service provider and will be paying a fee to the Agent for the services being provided. Connection of my utilities will only be initiated once a representative has discussed my connection with me and obtained my consent to the terms and conditions of the relevant utility service provider(s).

Please Call Me ☐ **Yes** **ID# 7306**

Signed: _____ **Date:** _____

Current Employment: Position: ..... Weekly Net Pay: .....
2 Pay Slips are required

Business Name & Address:.....

HR Employee Contact Name & Phone Number:.....

Length of Employment:.....

Self Employed: Business Trading Name:..... ABN/ACN:.....

Years Trading: ..... Annual Turnover: ..... Annual Net Income: .....

Type of Business:.....

Accountant's Name & Phone Number: .....

Student: Education Provider:..... Course:.....

Course Completion: ..... Average Hours per Week: ..... Source of Income: .....
Provide Documentation

Contact & Phone: .....

Next of Kin: Full Name & Address:.....

Contact Phone Number: ..... Relationship: .....

Your Tenancy & Financial Record		If any answers are 'Yes', then please provide details
Have you ever been refused or evicted from a rental property?	Yes / No	.....
Have you ever incurred a debt with any landlord or letting agent?	Yes / No	.....
Are you listed on any Tenancy Database (e.g. TICA)?	Yes / No	.....
Have you ever been subject to bankruptcy or Part X proceedings?	Yes / No	.....

Declaration & Agreement to Pay I, the applicant, declare that the information provided is true and correct and that I have supplied information of my own free will. I have inspected the property and am satisfied with the condition. I have sighted the General Tenancy Agreement. I undertake to pay one week's rent upon acceptance of my application which will be non-refundable should I cancel before committing to a Tenancy Agreement. I also agree to pay a further week's rent and four weeks' rent as bond before/upon signing of the Tenancy Agreement. I acknowledge that should I commit to signing a Tenancy Agreement and then cancel, I may be required to pay compensation in the form of lost rent should Harcourts City Sales & Rentals be unable to rent the property to someone else on or before the commencement date that I have committed to.

Signed: _____ Date: _____

Privacy Disclosure Statement We at Harcourts City Sales & Rentals ('Harcourts') collect personal information about you in order to assess your application for a residential tenancy. Harcourts may need to collect information about you from any persons or organisations that you have provided in this application. Harcourts will check whether you have any tenancy defaults listed on any tenancy default database that Harcourts subscribes to. Your consent to us collecting this information is set out below. Harcourts may disclose relevant information about you to the owner of the rental property; appropriate utilities if asked by you to connect or transfer services; and tradespeople should maintenance be required at the rental property.

You have the right to access personal information that Harcourts holds about you by contacting the relevant staff member at Harcourts. If you do not sign the consent below then your application for a residential tenancy may not be considered, or if considered may be rejected.

Privacy Consent I acknowledge that I have read the **Privacy Disclosure Statement**.
I authorise you to collect information about me from persons or organisations that I have provided in this application.
I understand that you will check Tenancy Default Databases to which you subscribe to so as to obtain information about my tenancy record. I authorise you to disclose details about any defaults by me to any Tenancy Default Database to which it subscribes. I authorise Harcourts to disclose relevant personal information it collects about me to:

- ü the owner of the property;
- ü Harcourts Connect should you require them to arrange connection of phone, internet, cable TV, gas or electricity;
- ü tradespeople to enable maintenance work to be carried out at the rental property.

Signed: _____ Date: _____