



BELLOUIS
REALTY

U1/7 Northward Street, Upper Coomera, Qld, 4209
T: 07 5502 9422 Email: info@belouisrealty.com.au
Lic. #: 3830125 ABN: 71 602 340 741

**IMPORTANT INFORMATION FOR APPLICATION OF TENANCY
PLEASE READ CAREFULLY**

WHAT YOU NEED TO COMPLETE AN APPLICATION

- Photo Identification – Drivers License, Passport, Proof of Age Card
- Proof of Income – 2 recent pay slips or latest Group Certificate
- Rent Ledger – from Real Estate Agent / Landlord or Rates Notice (if home owner)
- Proof of Residential Address – telephone bill, electricity bill, car registration papers
- Pet/s Information (if applicable)

In most instances, we are able to process your application within 48 hrs and advise you via telephone. If we are unable to contact all of your referees and/or the Landlord, this process may take longer.

If your application is successful you will be required to pay a holding deposit equivalent to 1 weeks rent for the property (NB: this will become your first weeks rent, this deposit is non-refundable if you do not proceed).

THE FOLLOWING MUST BE PAID & CLEARED FUNDS 24HRS PRIOR TO COMMENCEMENT OF THE TENANCY

BOND: EQUIVALENT TO FOUR (4) WEEKS RENT (unless the rent is more than \$500/w, than the bond requirement may vary)

RENT: EQUIVALENT TO TWO (2) WEEKS RENT

I/we acknowledge that it is the Agent’s Policy to not accept cash as a method for rental and other payments of the risks associated with cash payments and the keeping of cash on the premises.

I/we acknowledge that it is the Agent’s Policy to not accept full bond transfers and does not transfer bonds. All monies required must be paid in full and be cleared funds prior to collecting keys.

Questions

Do you have applications pending on other properties? Y / N (PLEASE CIRCLE)

Have you ever been evicted or are you in debt to another Agent/Landlord? Y / N (PLEASE CIRCLE)

If yes, provide details: _____

Smoker? Y / N (PLEASE CIRCLE)

(x) _____
Signed by the Applicant 1

____/____/____
Dated

Print Name

(x) _____
Signed by the Applicant 2

____/____/____
Dated

Print Name



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APPLICATION FOR TENANCY

RENTAL PROPERTY APPLIED FOR: _____

RENTAL AMOUNT: \$ _____ / PER WEEK LENGTH OF TENANCY REQUIRED: _____ / MONTHS

DATE YOU WOULD LIKE TO MOVE IN (SUBJECT TO APPROVAL): _____

NUMBER OF OCCUPANTS: _____ ADULTS: _____ CHILDREN: _____ CHILDREN'S AGES: _____

PET(S) DETAIL (REFER TO PET APPLICATION + TERMS & CONDITIONS)

NUMBER OF PET(S): _____ TYPE: _____ BREED: _____ AGE(S): _____ REGISTERD: YES / NO

NUMBER OF PET(S): _____ TYPE: _____ BREED: _____ AGE(S): _____ REGISTERD: YES / NO

PERSONAL DETAILS APPLICANT 1

NAME: _____ DOB: ____/____/____

ADDRESS: _____

TELEPHONE: _____ (H) _____ (W) _____ (M)

EMAIL: _____

DRIVERS LICENCE #: _____ STATE/TERRIORTY: _____ DATE OF EXPIRY: ____/____/____

VEHICLE REGISTRATION #: _____

PASSPORT #: _____ COUNTRY: _____ DATE OF EXPIRY: ____/____/____

PERSONAL DETAILS APPLICANT 2

NAME: _____ DOB: ____/____/____

ADDRESS: _____

TELEPHONE: _____ (H) _____ (W) _____ (M)

EMAIL: _____

DRIVERS LICENCE #: _____ STATE/TERRIORTY: _____ DATE OF EXPIRY: ____/____/____

VEHICLE REGISTRATION #: _____

PASSPORT #: _____ COUNTRY: _____ DATE OF EXPIRY: ____/____/____



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Utility Connections

connectnow.

We get things sorted.

PH: 1300 554 323 | Fax: 1300 889 598
info@connectnow.com.au | connectnow.com.au

Moving home has never been easier

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the connectnow service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following: Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

Yes, I accept the Terms. Please call me to connect my new home services

Applicant 1 Signed: _____ **Date** / /

Applicant 1 Signed: _____ **Date** / / **ID:**



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EMPLOYMENT DETAILS APPLICANT 1

OCCUPATION: _____ PERIOD OF EMPLOYMENT: _____ FULL TIME / PART TIME (PLEASE CIRCLE)
EMPLOYERS NAME: _____
CONTACT NAME: _____ POSITION: _____ TELEPHONE: _____
NETT INCOME: \$ _____ WEEKLY / FORTNIGHTLY / MONTHLY (PLEASE CIRCLE)

CURRENT RENTAL/SALE INFORMATION (PLEASE CIRCLE)

PROPERTY ADDRESS: _____
NAME OF AGENT / LANDLORD: _____
CONTACT NAME: _____ POSITION: _____ TELEPHONE: _____
EMAIL: _____
LENGTH OF TENANCY: _____ / MONTHS RENTAL AMOUNT: \$ _____ / PER WEEK
REASON FOR VACATION: _____

PREVIOUS RENTAL/SALE INFORMATION (PLEASE CIRCLE)

PROPERTY ADDRESS: _____
NAME OF AGENT / LANDLORD: _____
CONTACT NAME: _____ POSITION: _____ TELEPHONE: _____
EMAIL: _____
LENGTH OF TENANCY: _____ / MONTHS RENTAL AMOUNT: \$ _____ / PER WEEK
REASON FOR VACATION: _____ HOW LONG AGO: _____ / MONTHS

PERSONAL OR PROFESSIONAL REFERENCE (NOT RELATED)

CONTACT NAME: _____ RELATIONSHIP: _____ TELEPHONE: _____
CONTACT NAME: _____ RELATIONSHIP: _____ TELEPHONE: _____

EMERGENCY CONTACT (NOT RESIDING WITH APPLICANT)

CONTACT NAME: _____ RELATIONSHIP: _____ TELEPHONE: _____
ADDRESS: _____

(x) _____
Signed by Applicant 1

_____/_____/_____
Dated

Print Name



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DECLARATION FORM

THE APPLICANT ACKNOWLEDGES THAT THE AGENT WITH THE APPLICANTS CONSENT WILL VERIFY THESE REFERENCES:

I/We understand this agent is a member of TICA Pty Ltd and will be conducting a reference check. I/we authorize this agency to provide any information to TICA Pty Ltd for the purpose of verification of my identity or listing. I/we acknowledge that if I/we are listed as a defaulter this Agency/Landlord has the authority to reject my/our application. I/we recognize that if I/we default or are categorized as an "Excellent Tenant" that this will be listed accordingly. I/we also understand that when listed as a defaulter, my/our name will be deleted from the TICA Pty Ltd database, when the problem is rectified with the Agent/Landlord.

PRIVACY ACT 1988 - COLLECTION NOTICE

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information including telephone numbers, collected about the Applicant in this application and during the course of the tenancy, if the application is successful may be disclosed for the purpose for which it was collected to other parties including (but not limited to) Landlords and their Advisors, Referees, other Agencies and third party operators of tenancy reference databases and Tradespeople. Information already held on the tenancy reference databases may also be disclosed to the Agent/Landlord. If the Applicant enters into a Tenancy Agreement, and if the Applicant fails to comply with their obligations under that Agreement, that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Agent/Landlord, third party operators of tenancy reference databases and/or other Agents. Personal information may be disclosed after the tenancy has ended. Please note the Applicant can correct this information if it is inaccurate, incomplete or out-of-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

THE TENANT HAS INSPECTED THE PROPERTY AND HAS ACCEPTED THE PROPERTY IN ITS PRESENT CONDITION AND STATE OF REPAIR. THE TENANT ACKNOWLEDGES AND AGREES THAT ROUTINE INSPECTIONS WILL BE CARRIED OUT AT THE PROPERTY DURING BUSINESS HOURS (MONDAY-FRIDAY) AT THE DISCRETION OF THE AGENT IN WHICH SUFFICIENT WRITTEN NOTICE WILL BE PROVIDED. THE TENANT ACKNOWLEDGES AND AGREES THAT DIGITAL PHOTOGRAPHS WILL BE TAKEN AT THESE ROUTINE INSPECTIONS.

(x) _____
Signed by Applicant 2

____/____/____
Dated

Print Name



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ADDRESS: _____

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(x) _____
Signed by Applicant 2

____/____/____
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PET APPLICATION
(TERMS & CONDITIONS – if applicable)

RESIDENTIAL

Use this form only for Properties where the Lessor has indicated that pet/s may be accepted. If unsure please contact our Agency prior to completing this application form.

PET DETAILS

If more than 2 pets, print and complete a separate Pet Agreement form for each additional pet(s).

ITEM

PET 1

PET 2

TYPE OF PET/S

BREED

NAME/S

AGE

DESEXED

YES / NO

YES / NO

COUNCIL REG #

DESCRIPTION

COLOUR

PHOTO PROVIDED

YES (copy for file) / NO

YES (copy for file) / NO

EMERGENCY PET CARER

(The Tenant provides the following information for use in the case of an emergency)

Name

Address

Phone Number

Work Number

Mobile Number

VETERINARIAN

The Tenant provides the following information for use in the case of an emergency.

Name

Address

Phone Number

Fax Number

After Hours Number



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TERMS & CONDITIONS

The Tenant acknowledges and agrees to the following terms:

1. The Lessor has agreed to permit pet/s at the Premises as specified in the General Tenancy Agreement and this Pet Agreement.
2. Any pet/s other than the approved pet/s specified in the General Tenancy Agreement and this Pet Agreement must first be requested by the Tenant in writing via a separate Pet Application giving full details and then be approved in writing by the Lessor PRIOR to the pet/s being allowed onto the Premises. Pet approval may be subject to specific criteria and must be complied with. Approval is NOT guaranteed.
3. The Tenant shall be liable for any damage or injury whatsoever caused by the pet/s on the Property, whether they are the Tenant's pets or their guests pets and regardless of their approval status.
4. The Tenant accepts full responsibility and indemnifies the Lessor for any claims by or injuries to third parties or their Property caused by, or as result of actions by their pet/s or their guests pet/s, and regardless of their approval status.
5. The Tenant agrees to arrange for Flea Fumigation at the end of the Tenancy or at a time during the Tenancy as required or requested by the Lessor / Lessor's Agent to be carried out by a Company complying with Australian Standards.
6. The pet/s are to be outside at all times, unless specified otherwise in the General Tenancy Agreement or this Pet Agreement. Guide dogs are an exception.
7. If the pet is a dog, the Tenant agrees to restrain or remove the dog from the premises for the duration of inspections arranged by the Agent with the required notice given.
8. By signing below you are only asking for approval of the above-mentioned pet/s to be accepted at the Property for which you are applying.
9. If approved, you are required to, at the time of signing the General Tenancy Agreement and associated paperwork, sign the Tenant Agreement section.

ACKNOWLEDGEMENT BY APPLICANT

Applicant Name

Signature

Date

Applicant Name

Signature

Date

APPLICATION RESULT (OFFICE USE ONLY)

- Application for Pet/s – **DECLINED**
 Application for Pet/s – **APPROVED**

If the above mentioned pet/s is/are approved by the Lessor of the Property stated in this Agreement. This Agreement will form part of the General Tenancy Agreement which includes additional terms related to the pet/s and the Tenant which are now bound by the Agreement set out in the Application above as well as the General Tenancy Agreement.