

**Celebrating
30 Years!**

**Ian McNamee
& Partners** Pty
Ltd
total real estate

Approved / Declined

Residential Tenancy Application From

Proposed Property.....

Length of Tenancy (please circle): 6 months or 12 months other _____

Rent per week: \$..... Tenancy to commence: / /

Your requirements

Unit

Townhouse

House

Number of Bedrooms: _____

Notes: _____

PERSONAL DETAILS:

Title: _____ Full Name: _____ DOB: _____

PRESENT ADDRESS: _____

PH: _____ Mobile: _____ Email _____

Vehicle Reg: _____ Drives Licence: _____ Passport: _____ Expiry: _____

EMPLOYMENT HISTORY

Occupation: _____ Employer: _____

Contact: _____ PH: _____ Date Started: _____ Salary: _____ PW

Previous Employer: _____ Contact number: _____ Period: _____

How did you find out about this property?

Internet

Newspaper

Window Display/Agency Brochure

Existing Tenant

Referral

Existing Tenant

Queanbeyan/Googong

Rutledge Plaza
2-4 Rutledge Street
Queanbeyan NSW 2620
Ph: (02) 6297 5555
Fax: (02) 6297 5823

Jerrabomberra/Tralee/Canberra

Jerrabomberra Shopping Village
2 Limestone Drive
Jerrabomberra NSW 2619
Ph: (02) 6283 5555
Fax: (02) 6255 9855

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**If you receive a Centrelink Payment:
NB: Statement of income must be supplied when lodging application.**

Type of payment:
Customer Reference No:

Your Current Living Situation:....

Please indicate the most accurate description of your current living situation:

- Real Estate Rental History Private Rental History Boarding/Sharing
 Home Owner Living with parents

Other (please specify) —

If Rental History Details are available, please complete the following:

TENANCY HISTORY

Present Landlord : _____ Ph: _____ Mobile: _____

Tenancy Commenced: _____ Rent Paid: _____ P/W Contact Person: _____

Address of property: _____

Reason for vacating the property: _____

Present Landlord : _____ Ph: _____ Mobile: _____

Tenancy Commenced: _____ Rent Paid: _____ P/W Contact Person: _____

Address of property: _____

Reason for vacating the property: _____

PERSONAL REFERENCES

**** MUST NOT BE RELATIVES ****

Name: _____ Ph: _____ Mobile: _____

Name: _____ Ph: _____ Mobile: _____

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No of Persons to occupy the premises _____ Children: _____ Children Ages: _____

Smoker YES / NO

Pets: YES / NO, if yes, describe: Type _____ Age _____ Desexed YES/NO Indoor / Outdoor

Are you prepared to maintain Gardens and grounds at the property YES/NO

Have you or your family had past dealings with Ian McNamee & Partners YES/NO

Did you find it to be in a reasonably clean condition? Yes / No

If no, please note any items that need attention prior to the commencement of tenancy:

.....
.....

the Applicant, do solemnly and sincerely declare that I am not a bankrupt or undischarged bankrupt and affirm that the above information is true and correct. I have inspected the above mentioned premises and wish to take a tenancy for such premises for a period of _____ weeks at a rental of \$ _____ per week and that the rental to be paid is within my means. I undertake to pay a rental bond in cash or as requested upon signing of the Residential Tenancy Agreement.

I/We _____ Trading As: Ian McNamee & Partners Pty Ltd the Real Estate Agents acting for the owner of the above premises acknowledge receipt of the above application and the accompanying reservation fee and agree:

- a) to reserve the premises for the period and in accordance with the conditions stated
- b) to notify the application within the reservation period whether or not the application has been approved
- c) and if the applicant has been approved to also prepare within the reservation period a Residential Tenancy Agreement of the premises.

Privacy Policy

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicants identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Application 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 to the landlord, referees other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/or Landlord. If the Applicant enters the Residential Tenancy Agreement and if the Applicant fails to comply with their obligations under that agreement, the fact and other relevant personal information collected about the Application during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and /or other agents.

If the applicant would like to access the personal information the Agent holds, they can do so by contact the Agent at the address and contact numbers contained in this application. The Applicant can also 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.

Applicants Signature

Date

Agents Signature

Date

Note: A copy of this document shall be given to the applicant for retention immediately after signing.

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