

Application for Residential Tenancy (One application to be completed per person)

Part 1 Applicant Details

Contact Details

Full name DOB
Have you been known by any other name(s)? Yes No
If Yes, what other name(s) have you been known by?
Mobile Work phone Home Phone
Email:
Driver's licence/Passport number Number of vehicles Registration number(s)

Dependants

Do you have any dependants? Yes No

| Dependant full name(s) | Relationship to Applicant | Date of Birth |
|------------------------|---------------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Applicants Address History

Current residential address

Period of occupancy: Start Date End Date
Current rent \$ Reason for leaving:
Current Agent/Lessor (if renting) Agent/Lessor phone fax

Previous Residential Address

Period of occupancy: Start Date End Date
Current rent \$ Reason for leaving:
Current Agent/Lessor (if renting) Agent/Lessor phone fax

Employment Details

Employment status: Full Time Part Time Casual Contract Self Employed
Occupation Net income (per week)
Date commenced employment (approx) Date terminated employment (if app.)
Employer/Business Name
Address Phone fax
If self employed, Accountant's Name Phone

Centrelink Payments

Are you receiving any regular Centrelink payments? Yes No
Description of payment(s)
Total income (per week) \$ Date payments commenced

Proof of Income

You are also required to supply the agent/lessor with proof of your income upon submission of your application.

Employed: last TWO payslips

Self-Employed: Bank Statements, Group Certificate, Tax Return or Accountants Letter

Unemployed: Centrelink Statement

Personal References

Please **do not** list relatives, another applicant or partners and provide business hours contact numbers.

| | | | |
|-----------|----------------------|--------------|----------------------|
| Referee 1 | <input type="text"/> | Relationship | <input type="text"/> |
| Address | <input type="text"/> | Phone | <input type="text"/> |
| Referee 2 | <input type="text"/> | Relationship | <input type="text"/> |
| Address | <input type="text"/> | Phone | <input type="text"/> |

Emergency Contact

| | | | |
|---------|----------------------|--------------|----------------------|
| Name | <input type="text"/> | Relationship | <input type="text"/> |
| Address | <input type="text"/> | Phone | <input type="text"/> |

Part 2 Supporting Documents

Identification

You are required to meet a 100 Point Identification Criteria upon submission of your application. The agent/lessor may photocopy any item and retain as part of your application.

Please tick the identifying documents you have provided with your application.

IMPORTANT: At least one form of Photo Identification MUST be provided.

70 Points

- Passport Full Birth Certificate Citizenship Certificate

40 Points

- Australian Driver's Licence Student Photo ID Department of Veterans Affairs Card
- Centrelink Card Proof of Age Card State/Federal Government Photo ID

25 Points

- Medicare Card Council Rates Notice Motor Vehicle Registration Last FOUR Rent Receipts
- Phone/Electricity/Gas bill Tenancy History Ledger Bank Statement Previous Tenancy Agreement

Maximum weekly rent you can afford: \$

Date accommodation is required: / /

Bond \$

Cabin Standard Rates Start From - (Unfurnished)

- One bedroom cabin rate \$190-200 per week
- Two bedroom cabin rate \$220-250 per week
- Two bedroom house rate \$220-260 per week
- Three bedroom house rate \$230-260 per week

Any further information you would like to provide in support of your application:

Part 3 Declaration and Privacy Disclosure/Consent

Have you ever been evicted by any Lessor or Agent? Yes No

Are you in debt to another Lessor or Agent Yes No

Is there any reason known to you that would affect your ability to pay rent when due? Yes No

Is the property you're applying for in a satisfactory condition when you inspected it? If not, list requests. Yes No

It is agreed that should the application be accepted you will receive any documentation relevant to the Tenancy by electronic communication methods such as email or facsimile and the method of receiving advice or notification by sms is accepted.

PRIVACY CONSENT
 I authorise Coopers Property Group Management to collect information about me from: 1. My Previous letting agents and/or landlords; 2. My personal referees; 3. Any Tenancy Default Database which may contain personal information about me. I also authorise Willowbank Park Management to disclose details about any 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), National Tenancy Database (NTD) and/or Trading Reference Australia (TRA). I authorise Willowbank Park Management 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 corporate, other agents and tenancy default databases. There is no charge for the Willowbank Caravan Park service; normal service provider fees or bonds may apply. Declined application will be destroyed securely to comply with the Privacy Legislation.

Applicant's Name Applicant's Signature Date

If your application is accepted by the Lessor, you are required to pay an amount equivalent to two (2) weeks rent and/or the full Bond amount and sign the General Tenancy Agreement within 24 hours of notification of acceptance.

OFFICE USE ONLY

Application Approved: Yes No Arrival Date: _____

Cabin Allocated _____

Manager Name: _____

Manager Signature: _____ Date: _____