

# All Over Rentals

0405 105 331

## Application Form

Thank you for choosing a All Over Rentals . Please complete this application thoroughly so we can process it as quickly as possible.

Please note the following important points:

1. We require all our tenants to pay rent on a fortnightly or calendar monthly basis, by direct deposit from your bank account.
2. This application must be accompanied by a copy of your driver's license or passport for identification purposes. Copy is fine.
3. If there is more than one applicant, a separate application form is required for each applicant.
4. If the application is approved, you will be required to provide either a bank cheque or money order for the rental bond & rent payable in advance direct into our bank account.
5. When form has been completed, please email back to [emma@alloverrentals.com.au](mailto:emma@alloverrentals.com.au)

### Rental Property:

property address

### Tenancy requirements:

Length of tenancy (months)	rent \$ per week	commencement date
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### Occupancy details:

No. of occupants who will live in this property	no. and ages of children (if any)	no. and types of pets
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Smokers	Any other relevant information
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### Applicants details:

name	email
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address

home phone	work phone	mobile phone
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### Personal details:

date of birth	drivers license number	drivers license expiry date
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passport number	country of issue	car rego
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### Owner Occupier / Investment Details

Do you currently own your property or other property ? Address of the property/s

Reason for moving	Selling Agent (agency and agent)	Contact Number
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**Current rental details:**

current rent \$ _____ per week	how long have you lived there? _____ months	reason for leaving
Real Estate Agency, Contact Name OR Landlord		Contact Number

**Previous rental details:**

previous property address		
Rent you paid \$ _____ per week	how long did you lived there? _____ months	reason for leaving
Real Estate Agency, Contact Name OR Landlord		Contact Name

**Current employment:**

current employer (company)		
contact name (manager)	contact's work phone	your position
length of employment	net income \$ _____ per week	full time or part time?

**Previous employment details:**

previous employer (company)		
contact name (manager)	contact's work phone	your position
length of employment	net income \$ _____ per week	full time or part time?

**Emergency contact details:**

name	relationship	contact phone
address		

**Personal/business references:**

name	occupation	work phone
address		

name	occupation	work phone
address		

**Confirmation - I confirm the following:**

1. During my inspection of this property I found it to be in a reasonably clean condition. YES / NO
2. If "No", I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the landlord's approval.

3. I acknowledge that this is an application to rent this property and that my application is subject to the landlord's approval.
4. I consent to the following provided in this application being verified and a reference check on Trading Reference – Australia (TRA) being undertaken
6. I consent to you contacting my real estate agents, employers and previous employers as well as anyone else listed on this form in order to better process my application or if I need to be contacted in the future and you cannot get me on my numbers.

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
NAME SIGNATURE DATE

**Application:**

I apply for approval to rent the premises referred to in this form. I acknowledge that my application will be referred to the landlord of the property for their approval and if the application is approved, a Residential Tenancy Agreement for the premises will be prepared.

I declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the premises and wish to apply for tenancy of the premises for a period of \_\_\_\_\_ months, at a rental of \$ \_\_\_\_\_ per week.

I undertake to pay the monies detailed below by a bank cheque or money order made payable to All Over Rentals upon signing the Residential Tenancy Agreement.

**Statement of costs:**

Rental Bond (4 weeks rent) \$ \_\_\_\_\_

Rent in advance (2 weeks) \$ \_\_\_\_\_

**TOTAL** \$ \_\_\_\_\_

**If a holding deposit is being paid on the property, the following conditions will apply:**

1. The holding deposit of \$ \_\_\_\_\_, is equivalent to one weeks rent to reserve the premises in favour of you for the period of seven days.
2. That during this period, the premises will not be reserved for any other applicant, nor will a reservation fee be received from any other applicant.
3. That should the landlord decline the application, the holding deposit will be refunded to the applicant in full.
4. That should the landlord accept this application, the holding deposit will be paid towards the initial rent for the Premises.
5. If the applicant decides not to proceed, the landlord may retain so much of the holding deposit as is equal to the amount of rent that would have been paid during the period the premises were reserved but shall refund the remainder (if any) of the holding deposit to the applicant on a pro-rata basis.
6. That the holding deposit will be banked into a Trust Account and any refund given will be way of EFT

**All Over Rentals is acting for the landlord of the premises & acknowledges receipt of the above application and the accompanying holding deposit and agrees:**

To hold the premises for the period in accordance with the conditions above stated.

Applicant's Signature

Date

## **THE FOLLOWING DOCUMENTS ARE REQUIRED BY EACH TENANT**

### **100 POINTS AT LEAST TO BE PROVIDED**

Current drivers license	(40 points)
Birth Certificate	(30 points)
Proof of age card	(30 points)
Passport	(40 points)
Medicare card	(20 points)
Credit Card	(20 points)
Motor vehicle registration	(10 points)
Bank statement	(10 points)
Mobile phone bill	(10 points)
Electricity Account	(10 points)
Gas Account	(10 points)

### **Please also attach the following confirming you rental history – ledger is most important**

- Current rental ledger from agent
- Last lease agreement / reference letter

### **Proof of current address – (One of below is fine)**

- Mobile phone bill (as above)
- Gas or electricity account (as above)
- Council rates or water rate if previously owner occupiers

### **Proof of income – (Both are required for employees)**

- 2 previous pay slips or contract from employer
- Bank statement showing income

#### **If self employed – you will need the following**

- Latest tax return and accountant details
- ABN of the company / business and registered office address
- Bank Statement showing income

### **If you have never rented before & you own your own home / sold your home, please provide;**

- Copy of council rate
- Copy of water rate
- Bank statement for the home loan or showing money in your account
- Selling agents name and number (if just sold)  
OR letter from either solicitor or real estate agent with sale details

**You can also provide any other documentation that may assist with your application.**