



## RENTAL APPLICATION

Your application cannot be processed unless all required documents are provided. Please ensure you submit the below documents with your application form.

### IDENTIFICATION

Provide a **copy of at least one (ideally two)** forms of photo identification:

- Current driver licence, OR
- Current passport, OR
- Student ID / Proof of age card

Provide a **copy of at least one** form of other identification:

- Medicare card
- Birth certificate
- Health care card
- Pension card
- Bank card

Provide **copies of two** documents showing your current name and address, for example:

- Bank statement
- Motor vehicle registration
- Electricity or gas account
- Water account
- Telephone account

### PROOF OF INCOME

Provide a copy of **at least one (ideally two)** of the following:

- Copy of your last **two (2)** payslips
- If applicable, copy of centrelink statement
- Bank statement
- If self-employed, a copy of most recent tax return/BAS statement

**Processing:** When completed correctly, your application should be processed within one business day. Please make sure that your references are informed to expect our contact to avoid any delay.

**Deposit:** No deposit is required to submit your application. However, once the application has been accepted you have **48 hours to pay your deposit & sign the lease to secure the property.**

**All applications must be either submitted directly to the office or emailed to [pm1@oxfordpg.com.au](mailto:pm1@oxfordpg.com.au) or by fax 9201 0055**

**Or by hand to 409-411 Oxford Street, Mount Hawthorn-**

**Phone: 9201 0000**

#### (1) RUBBISH AT PREMISES

The tenant/s agree that immobile and/or unregistered cars, car bodies or car parts are not to be kept at the property for longer than two (2) weeks. Upon vacation, the tenant/s are responsible for removing all rubbish prior to handing back possession. If the council bin/s have rubbish in them, the tenant/s must leave them on the verge to be emptied on bin day and then take the bin back off the verge. The tenant/s agrees to hose out and clean the council bin prior to vacating. The tenant/s are aware that any rubbish left in or around the property at vacation may incur removal costs at the tenant/s expense.

#### (2) PARKING ON LAWNS & VERGE/S

Vehicles of any sort are not to be parked on lawns, gardens, verge, service bays or unmarked areas. The Tenant acknowledges they are responsible for the cost of towing or restoration should damage occur to the property. No unregistered vehicles are to be parked at the property at any time.

#### (3) RETICULATION AND BORES

The tenant/s agree that should the property have a bore and/or reticulation watering systems (sprinklers) for garden watering purposes and the bore and/or reticulation fails to operate for any reason, that the tenant/s will continue to water the lawns and gardens for the normal town water supply until such time as the bore and /or reticulation is made operational again.

#### (4) PHOTOGRAPHS

The tenant/s are aware and agrees that photographs will be taken during the tenancy internally and externally.

#### (5) OCCUPANTS

The tenants agrees that only the approved occupants listed on the original application form are authorised to reside in the property. Should any further occupants wish to reside at the property they must complete an application form and be approved by the owner/agent prior to moving into the property.

#### (6) FLOOR COVERINGS

Where the property has wooden floor boards or laminate floors, the tenant agrees to ensure that felt strips/padding/carpet squares will be placed beneath all furniture at all times. Tenants are responsible for the cost to repair/remedy any & all damage. Tenants are made aware that no steam mop should be used on timber or laminate floors nor excess water used when mopping as this is likely to cause damage. Tenants acknowledge that any imported furniture placed on carpeted areas must have carpet squares/protection under legs due to timber stain/colour possibly seeping onto carpet.

#### (7) POT PLANTS

To avoid damage to floors, please do not place pot plants directly on the floors, a dish should be placed under pot plants to catch any excess water. Non-compliance will result in repairs payable by the tenant/s.

#### (8) DRIP TRAYS

The tenant/s agree to use drip trays on the garage/carport/driveway floors to prevent oil staining. Should stains be evident at the routine or bond inspections, the tenant/s will be liable for the cost of professional stain removal.

#### (9) INSURANCE

The tenant/s are aware that it is their responsibility to ensure their possessions are insured. The owner is not obligated to have contents insurance.

#### (10) UPON VACATION

The tenant/s acknowledges that if they have to attend to any repairs/maintenance or cleaning at the property, they will have to do so within the 24 hours. If the tenant/s cannot attend to these requirements the tenant/s agree for the agent to have the matters attended to and the costs deducted from their bond.

The tenant agrees that the Agent may employ a qualified and licensed contractor to carry out any cleaning, gardening and repairs required after the final inspection should the maintenance be necessary and the costs to be deducted from the bond.

#### (11) LEASE BREAK

The tenant/s understand their legal obligation and responsibility to honour the term and conditions of their tenancy agreement, The agreement may be terminated under certain conditions by making a written request to the owner. Permission may be granted (in writing) under the following conditions:

- 1) The tenant/s acknowledge that they are responsible for all rent until the property is re-let or the lease expires, whichever falls sooner. Payable one (1) rent period in advance at all times.
- 2) The tenant/s agree to maintain and upkeep the property until the property is re-let or the lease expires, which ever falls sooner. This includes lawns, garden, pool and any water or utility consumption.
- 3) The tenant/s agree to pay all associated advertising costs incurred in the Re-letting process.
- 4) The tenant/s agree to reimburse the owner the unexpired portion of the letting/renewal fee paid by the owner to the agent at the commencement of the tenancy.

#### (12) NON-OCCUPATION

Should the property be unoccupied for more than 21 days the agent must be notified of this non-occupation. Failure to notify could have insurance ramifications should the property be damaged in this time. This could result in the tenant/s being held liable for any damage sustained to the property during this time.

#### (13) CONTACT INFORMATION

It is the tenant/s responsibility to ensure that they provide the agent with any change to their contact information including phone numbers, email addresses, employment and next of kin.

#### (14) GAS HOT WATER SYSTEMS, STOVES, OVENS OR HEATERS

The tenant acknowledges that the owner will not contribute to the cost of lighting gas hot water systems, stoves, ovens, heaters unless proven to be defective. It is necessary that proof of deflection apparatus is to be provided by the tenant should they request reimbursement for any repairs carried out.

#### (15) PETS

If pets are approved for this property see attached annexure "19"



# application to enter into residential tenancy agreement

## EXPLANATION FOR APPLICANTS

**Only complete this APPLICATION if You are sure that You want to enter into a Residential Tenancy Agreement with the Lessor of the Premises**

The Lessor of the Premises is attempting to locate the most suitable tenant; that is a tenant who pays the rent on time and takes good care of the Premises.

To enable the Lessor of the Premises to determine in their opinion, who is the most suitable person, the Lessor's Property Manager requires some background information about You.

**The form "APPLICATION TO ENTER INTO RESIDENTIAL TENANCY AGREEMENT" is not the Residential Tenancy Agreement.**

The purpose of this form is:

**First**, to inform the Lessor of Your details, and Your requirements for the Residential Tenancy Agreement; for example, if You wish to have pets at the Premises.

**Second**, to inform You of the Lessor's or Property Manager's usual use of one or more residential tenancy databases.

**Third**, to inform You of the money that is required to be paid prior to taking possession of the Premises; for example, the value of the Security Bond (which may be up to 4 weeks rent), the Pet Bond (which can be up to \$260) and the initial Rent payment (which can be 2 weeks rent in advance).

**Fourth**, to make You aware of the terms of the Residential Tenancy Agreement (including special conditions) associated with the Lease if Your Application is accepted.

### Summary of what will happen if You apply to enter into a Residential Tenancy Agreement with the Lessor

<b>Your action if You wish to apply for the Residential Tenancy Agreement:</b>	<ol style="list-style-type: none"> <li>1. Complete this Application.</li> <li>2. Submit this Application to the Property Manager together with any Option Fee that may be requested by the Property Manager.</li> </ol>
<b>Lessor's action if You do not succeed with Your Application:</b>	<ol style="list-style-type: none"> <li>3. If You are not the successful applicant and have paid an Option Fee, the Option Fee will be refunded to You within 7 days of the decision.</li> </ol>
<b>Lessor's action if You succeed with Your Application:</b>	<ol style="list-style-type: none"> <li>4. If You are the successful applicant, the Lessor will provide You with a proposed Residential Tenancy Agreement for the Premises which will grant You the option of entering into a Residential Tenancy Agreement.</li> </ol>
<b>What You will then need to do if You are the successful Applicant:</b>	<ol style="list-style-type: none"> <li>5. If You sign the Residential Tenancy Agreement, comply with all the stipulated requirements for the creation of the Residential Tenancy Agreement set out in Part C of the document, and the Lessor (or the Property Manager) sign the document, a binding Residential Tenancy Agreement will exist between You and the Lessor. In the case of where an Option Fee has been paid there will be no need for the Lessor (or Property Manager) to sign the document for a binding Residential Tenancy Agreement to exist.</li> <li>6. If any of the events mentioned in clause 5 of this Summary above do not occur the ramifications of that are set out below in clause 18 of Part B of this Application.</li> </ol>

**FOR:** Premises Address:

Address 1			
Address 2			
Suburb	State	Postcode	

**FROM:** Proposed Tenants' Names:

	Given Name(s)	Family Name
Tenant 1		
Tenant 2		
Tenant 3		
Tenant 4		

**TO:** The Property Manager:

Agency Name	Oxford Property Group		
Address	Suite B, Ground Floor, 409-411 Oxford Street, Mount Hawthorn, WA, 6016		
Telephone	9201 0000	Facsimile	9201 0055
E-mail	pm1@oxfordpg.com.au		

# application to enter into residential tenancy agreement

## PART A (TO BE COMPLETED BY PROPERTY MANAGER)

1. Premises

Address 1

Address 2

Suburb

State

Postcode

2. Rent \$  per week

3. Option Fee (if applicable) \$

4. If You are the successful applicant, and wish to enter into a Residential Tenancy Agreement with the Lessor, You will be required to pay the following money to the Property Manager:

### REQUIRED MONEY

(a) Security bond of \$

(b) Pet bond (if applicable) \$

(c) First two weeks rent \$

(d) Less Option Fee (if paid) \$

(e) **Total** \$

# application to enter into residential tenancy agreement



APPROVED BY  
THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (INC.)  
COPYRIGHT © REIWA 2017  
FOR USE BY REIWA MEMBERS  
000004836220



## PART B (TO BE COMPLETED BY YOU)

**NOTE:** This document is not a Residential Tenancy Agreement and does not grant any right to occupy the Premises

### INFORMATION FROM "YOU" (the proposed tenant or tenants)

#### TENANCY DETAILS

5. You require the tenancy for a period of  months from  to

6. At a rent of \$  per week

7. Total number of persons to occupy the Premises Adults  Children  Ages

8. Pets - Type of Pet  Breed  Number  Age

Type of Pet  Breed  Number  Age

9. Do You intend applying for a residential tenancy bond from a State Government Department?  Yes  No

If Yes, \$  Branch:

10. Bank account details for refund of Option Fee (if applicable)

Bank:  BSB:

Account No.:  Account Name:

11. Any Special Conditions requested by You:

**NOTE:** The Lessor is not obliged to accept any of the Your Special Conditions.

12. The address at which You wish to receive the Residential Tenancy Agreement if You are successful and/or notices relating to tenancy

Email (optional):

Fax (optional):

Postal address (required):

PO Box	<input type="text"/>	Town/City	<input type="text"/>	Postcode	<input type="text"/>
Address 1	<input type="text"/>				
Address 2	<input type="text"/>				

13. You declare that You are not bankrupt and that all of the information supplied in this Application is true and correct and is not misleading in anyway.

14. You acknowledge that, having inspected the Premises, You will accept possession of the Premises in the condition it was in as at the date of inspection.

15. By Signing this application You are making an application to lease the Premises. The Lessor may or may not send You a proposed Residential Tenancy Agreement for the Premises.

16. If You are the successful applicant, the Lessor will send You a proposed Residential Tenancy Agreement for the Premises which will contain information about pre-requisites for the creation of a binding Residential Tenancy Agreement. The Residential Tenancy Agreement will be comprised of Parts A, B and C. Parts A and B can be viewed on reiwa.com.au. Part C will also include additional terms agreed to by the parties, a draft of which is attached to this Application.

17. If a sum for an Option Fee is stipulated in Part A, You must pay that Option Fee to the Property Manager at the same time You make this application. The Option Fee must be paid by You by cash or cheque. If You are not the successful applicant and have paid an Option Fee, the Option Fee will be refunded to You by way of an electronic transfer to Your bank account details set out in Part B within 7 days of the decision.



# application to enter into residential tenancy agreement



APPROVED BY  
THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (INC.)  
COPYRIGHT © REIWA 2017  
FOR USE BY REIWA MEMBERS  
000004836220



18. If You are the successful application the Lessor will provide You with a proposed Residential Tenancy Agreement for the Premises which will grant You the option of entering into a Residential Tenancy Agreement:
- (a) if You sign the Residential Tenancy Agreement, comply with all the stipulated requirements for the creation of a binding Residential Tenancy Agreement as set out in Part C of the document (eg returning the document to the Property Manager by the stipulated time, paying full stipulated rental and bond); and:
    - (i) if an Option Fee has been paid THEN a binding Residential Tenancy Agreement will exist between You and the Lessor and any Option Fee will be refunded to You or applied towards the rent; or
    - (ii) if no Option Fee has been paid and if neither the Lessor nor the Property Manager sign the document THEN no binding Residential Tenancy Agreement will exist between You and the Lessor; or
    - (iii) if no Option Fee has been paid and if the Lessor (or the Property Manager) signs the document, THEN a binding Residential Tenancy Agreement will exist between You and the Lessor.
  - (b) if You do not sign the Residential Tenancy Agreement or if You do not comply with the pre-requisites for the existence of the Residential Tenancy Agreement You will not have entered into a binding Residential Tenancy Agreement, the option for You to enter such an agreement will lapse, and any Option Fee paid by You will be forfeited to the Lessor.

**Note: Under the Residential Tenancy Act 1987 agreements to lease do not have to be in writing and may be entered verbally or by conduct. This clause 18 does not purport to remove any right of parties to reach non-written agreements. However, if the parties wish to enter an agreement on the terms set out in this form, the pre-requisites set out above must be met in order for the lease to exist.**

**19. YOU MUST UNDERSTAND THAT IF YOU ARE THE SUCCESSFUL APPLICANT AND THE LESSOR PROVIDES YOU WITH A PROPOSED RESIDENTIAL TENANCY AGREEMENT BUT YOU DO NOT COMPLY WITH PRE-REQUISITES FOR THE EXISTENCE OF A BINDING RESIDENTIAL TENANCY AGREEMENT, SET OUT IN PART C OF THE RESIDENTIAL TENANCY AGREEMENT (INCLUDING SIGNING THE RESIDENTIAL TENANCY AGREEMENT, RETURNING IT TO THE PROPERTY MANAGER BY THE STIPULATED TIME, PAY ANY STIPULATED RENTAL IN ADVANCE, SECURITY BOND AND / OR PET BOND) NO RESIDENTIAL TENANCY AGREEMENT WILL COME INTO EXISTENCE AND THE LESSOR MAY ENTER INTO A RESIDENTIAL TENANCY AGREEMENT WITH ANOTHER PERSON.**

## 20. DEFINITIONS

- (a) "Act" means the *Residential Tenancies Act 1987* including any amendments.  
 "Application" means this Application to enter into a Residential Tenancy Agreement.  
 "Business Day" means any day except a Sunday or public holiday in Western Australia.  
 "Lessor" means the person/entity with the authority to lease the Premises.  
 "Option Fee" means a payment as referred to in section 27(2)(a) of the Act. The amount of the Option Fee is specified in Part A of this application. The amount of the Option Fee is capped as follows:
    - (i) where the weekly rental under the Residential Tenancy Agreement is \$500 or less, an Option Fee of up to \$50 is payable;
    - (ii) where the weekly rental under the Residential Tenancy Agreement exceeds \$500, an Option Fee of up to \$100 is payable;
    - (iii) where the Residential Tenancy Agreement is for residential premises south of the 26th parallel of south latitude and the weekly rent is \$1,200 or more, an Option Fee of up to \$1,200 is payable.
 "Premises" means the address specified on the first page of this document. Any items included or excluded will appear in Part A of the proposed Residential Tenancy Agreement.  
 "Property Manager" means the real estate agent appointed by the Lessor to lease and manage the Premises.  
 "Residential Tenancy Agreement" means an agreement in writing in the form prescribed by the Act, comprising of Parts A, B and C. Part C will include additional special conditions as agreed between the parties.  
 "You" or "Your" means the person or persons making the Application to Lease the Premises.
  - (b) All acts and things that the Lessor is required or empowered to do may be done by the Lessor or their Property Manager.
21. You agree that for the purpose of this Application, the Lessor or Property Manager may make enquiries of the persons given as referees, next of kin or emergency contacts provided by You, and also make enquiries of such other persons or agencies as the Lessor may see fit.

The personal information You give in this Application or collected from other sources is necessary for the Lessor or Property Manager to verify Your identity, to process and evaluate the Application, to manage the tenancy and to conduct the Property Manager's business. Personal information collected about You 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 Lessor, referees, other Property Managers, prospective lessors, third party operators of residential tenancy databases, and prospective buyers of the Premises. Information already held on residential tenancy databases may also be disclosed to the Property Manager or Lessor.

If You enter into the Residential Tenancy Agreement or You fail to comply with Your obligations under any Residential Tenancy Agreement that fact and other relevant personal information collected about You during the course of this Application (including information provided separately to this application) or the Residential Tenancy Agreement may also be disclosed to the Lessor, third party operators of tenancy reference databases (to the extent permitted by law), other Property Managers, prospective lessors and prospective buyers of the Premises.

If You would like to access the personal information the Lessor or Property Manager holds, You can do so by contacting the Property Manager. See also the attached notice regarding use of residential tenancy databases.

You can also correct this information if it is inaccurate, incomplete or out-of-date. If the information in this Application, is not provided, the Property Manager may not be able to process the Application, or the Residential Tenancy Agreement properly or manage the tenancy properly.

Name:

	Given Name(s)	Family Name
Tenant 1		
Tenant 2		
Tenant 3		
Tenant 4		

Signature:

--	--	--	--

## NOTICE OF USE OF ONE OR MORE RESIDENTIAL TENANCY DATABASES Section 82C - Residential Tenancies Act 1987

1. It is the Property Manager's usual practice to use one or more residential databases for the purpose of checking an applicant's tenancy history.
2. The name of each residential tenancy database the Property Manager or Lessor usually uses, or may use, for deciding whether a residential tenancy agreement should be entered into with a person are set out below:
3. The contact details for the database operator(s) who operates the database(s) used by the PM as referred to above are as follows:

(a) **TICA** (strike out if inapplicable)

- (i) **Address:** PO Box 120, Concord NSW 2137
- (ii) **Telephone:** 190 222 0346. Calls are charged \$5.45 per minute including GST (higher for mobile or pay phones)
- (iii) **Facsimile:** (02) 9743 4844
- (iv) **Website:** [www.tica.com.au](http://www.tica.com.au)

(b) **National Tenancy Database** (strike out if inapplicable)

- (i) **Address:** GPO Box 13294, George Street 120, Brisbane QLD 4003
- (ii) **Telephone:** 1300 563 826
- (iii) **Facsimile:** (07) 3009 0619
- (iv) **Email:** [info@ntd.net.au](mailto:info@ntd.net.au)
- (v) **Website:** [www.ntd.net.au](http://www.ntd.net.au)

(c) **Other Databases** (if applicable)

- |                         |                |
|-------------------------|----------------|
| (i) <b>Name:</b>        | NOT APPLICABLE |
| (ii) <b>Address:</b>    | NOT APPLICABLE |
| (iii) <b>Telephone:</b> | NOT APPLICABLE |
| (iv) <b>Facsimile:</b>  | NOT APPLICABLE |
| (v) <b>Email:</b>       | NOT APPLICABLE |
| (vi) <b>Website:</b>    | NOT APPLICABLE |

4. The applicant may obtain information from the database operator in the following manner:

(a) as to TICA:

- (i) Postal and fax application forms can be downloaded from [www.tica.com.au](http://www.tica.com.au). Information regarding application fees can be found on the application form;

(b) as to the National Tenancy Database;

- (i) A request for rental history file can be downloaded from [www.ntd.net.au](http://www.ntd.net.au). A link to the form can be found under the tab "For Tenants".
- (ii) A request for rental history may be submitted by post, fax or email.

(c) as to

- (i)

**NOTE: This notice is required to be given regardless of whether the Property Manager intends to conduct a search on the particular applicant.**



# application to enter into residential tenancy agreement



APPROVED BY  
THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (INC.)  
COPYRIGHT © REIWA 2017  
FOR USE BY REIWA MEMBERS  
000004836220



## YOUR (First Person's) PARTICULARS

Given Name(s)				Family Name			
Address 1							
Address 2							
Suburb					State		Postcode
Phone No	Work			Mobile			Home
Email							
Date of Birth		Place of Birth			Family Name at Birth		
							Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

## DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No		State		Passport No			
Other ID							
Proof of Identification (licence number/bankcard etc)							
Vehicle Type & Registration No							
Anything else to support Your Application							

Smoker  Yes  No

Personal References

a) NAME  TELEPHONE

b) NAME  TELEPHONE

(i) Name of current lessor or managing agent to whom rent is paid

Phone No

Address

Rental Paid \$  Period Rented From  To

Reason for leaving

(ii) Previous address of Applicant

Name of previous lessor or managing agent to whom rent was paid

Phone No

Address

Rental Paid \$  PW  Period Rented From  To

Reason for leaving

(iii) Occupation  (Note: Your Employer may be contacted to verify employment)

Employer  Phone No

Period of Employment  Wage \$  PV

If less than 12 months, name and address of previous employer

Explanation if no employment:  SELF EMPLOYED? PLEASE PROVIDE LAST YEARS TAX STATEMENT OR ACC DETAILS

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin NAME  TELEPHONE

ADDRESS

Second Next of Kin NAME  TELEPHONE

ADDRESS

Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]

First Contact NAME  TELEPHONE

ADDRESS

Second Contact NAME  TELEPHONE

ADDRESS



# application to enter into residential tenancy agreement



APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (INC.)  
 COPYRIGHT © REIWA 2017  
 FOR USE BY REIWA MEMBERS  
 000004836220



## YOUR (Second Person's) PARTICULARS

Given Name(s)		Family Name	
Address 1			
Address 2			
Suburb		State	Postcode
Phone No	Work	Mobile	Home
Email			
Date of Birth	Place of Birth	Family Name at Birth	Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

## DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No	State	Passport No
Other ID		
Proof of Identification (licence number/bankcard etc)		
Vehicle Type & Registration No		
Anything else to support Your Application		

Smoker  Yes  No

Personal References

a) NAME  TELEPHONE

b) NAME  TELEPHONE

(i) Name of current lessor or managing agent to whom rent is paid  Phone No

Address

Rental Paid \$  PW  Period Rented From  To

Reason for leaving

(ii) Previous address of Applicant

Name of previous lessor or managing agent to whom rent was paid  Phone No

Address

Rental Paid \$  PW  Period Rented From  To

Reason for leaving  SELF EMPLOYED? PLEASE PROVIDE LAST YEARS TAX STATEMENT OR ACC DETAILS

(iii) Occupation  (Note: Your Employer may be contacted to verify employment)

Employer  Phone No

Period of Employment  Wage \$

If less than 12 months, name and address of previous employer

Explanation if no employment:

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin NAME  TELEPHONE

ADDRESS

Second Next of Kin NAME  TELEPHONE

ADDRESS

Emergency Contact (name and address and telephone) (Note: These people may be contacted to verify particulars.)

First Contact NAME  TELEPHONE

ADDRESS

Second Contact NAME  TELEPHONE

ADDRESS

# application to enter into residential tenancy agreement



APPROVED BY  
THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (INC.)  
COPYRIGHT © REIWA 2017  
FOR USE BY REIWA MEMBERS  
000004836220



## YOUR (Third Person's) PARTICULARS

Given Name(s)		Family Name	
Address 1			
Address 2			
Suburb		State	Postcode
Phone No	Work	Mobile	Home
Email			
Date of Birth	Place of Birth	Family Name at Birth	Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

## DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No	State	Passport No
Other ID		
Proof of Identification (licence number/bankcard etc)		
Vehicle Type & Registration No		
Anything else to support Your Application		

Smoker  Yes  No

Personal References a) NAME	TELEPHONE
b) NAME	TELEPHONE

(i) Name of current lessor or managing agent to whom rent is paid

Address	Phone No
Rental Paid \$ <input type="text" value="PW"/>	Period Rented From <input type="text"/> To <input type="text"/>
Reason for leaving	

(ii) Previous address of Applicant

Address	Phone No
Rental Paid \$ <input type="text"/>	Period Rented From <input type="text"/> To <input type="text"/>
Reason for leaving	

(iii) Occupation  (Note: Your Employer may be contacted to verify employment)

Employer	Phone No
Period of Employment <input type="text"/>	Wage \$ <input type="text" value="P\"/>
If less than 12 months, name and address of previous employer	
Explanation if no employment: <input type="text" value="SELF EMPLOYED? PLEASE PROVIDE LAST YEARS TAX STATEMENT OR ACC DETAILS"/>	

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin	NAME	TELEPHONE
	ADDRESS	
Second Next of Kin	NAME	TELEPHONE
	ADDRESS	
Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]		
First Contact	NAME	TELEPHONE
	ADDRESS	
Second Contact	NAME	TELEPHONE
	ADDRESS	



# application to enter into residential tenancy agreement



APPROVED BY  
THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (INC.)  
COPYRIGHT © REIWA 2017  
FOR USE BY REIWA MEMBERS  
000004836220



## YOUR (Fourth Person's) PARTICULARS

Given Name(s)		Family Name	
Address 1			
Address 2			
Suburb		State	Postcode
Phone No	Work	Mobile	Home
Email			
Date of Birth	Place of Birth	Family Name at Birth	Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

## DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No	State	Passport No
Other ID		
Proof of Identification (licence number/bankcard etc)		
Vehicle Type & Registration No		
Anything else to support Your Application		

Smoker  Yes  No

Personal References

a) NAME  TELEPHONE

b) NAME  TELEPHONE

(i) Name of current lessor or managing agent to whom rent is paid

Phone No

Address

Rental Paid \$  Period Rented From  To

Reason for leaving

(ii) Previous address of Applicant

Name of previous lessor or managing agent to whom rent was paid

Phone No

Address

Rental Paid \$  Period Rented From  To

Reason for leaving

(iii) Occupation  (Note: Your Employer may be contacted to verify employment)

Employer  Phone No

Period of Employment  Wage \$

If less than 12 months, name and address of previous employer

Explanation if no employment:

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin NAME  TELEPHONE

ADDRESS

Second Next of Kin NAME  TELEPHONE

ADDRESS

Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]

First Contact NAME  TELEPHONE

ADDRESS

Second Contact NAME  TELEPHONE

ADDRESS

# application to enter into residential tenancy agreement

**By Signing this document You are making an application to enter into a Residential Tenancy Agreement in relation to the Premises.  
Your Application may or may not be successful.**

Your Signature ( **First Person** )

Date

Your Signature ( **Second Person** )

Date

Your Signature ( **Third Person** )

Date

Your Signature ( **Fourth Person** )

Date