

Rental Tenancy Application Form

Please note: This application will not be processed unless it is filled out completely with copies of all supporting documents attached.

Please read prior to completing your application:

1. You will need to make your own enquires as to the availability to NBN or any other service you require.
2. If you are approved, you will be required to pay a bond equivalent to 4 weeks rent, and the first 2 weeks rent prior to moving in.
3. You will be required to complete and return all lease documents within 48 hours of approval.
4. All information contained in the marketing material is considered correct at the time of advertising. Whilst every care is taken in the preparation of the marketing, Daring and Young Property will not be liable for any error in typing or information. If you have any questions or concerns, please contact us prior to applying.

What you will need

To complete this application, you will need:

- ☐ Attached photocopies of supporting documents (see below)
- ☐ Inspected the property both internally and externally or sight unseen has been completed
- ☐ Completed all details in full on the application form
- ☐ Provided contact detail and documentation for confirmation of income source
- ☐ Read and signed all the Privacy Disclosure Statement and Privacy Consent

Supporting Documentation

When submitting an application, you must include one item from each section per application

Section One

Drivers Licence
Proof of Age Card
Passport

Section Two

Current Pay Slip (minimum of 2)
If new job – Letter of confirmation incl salary
Statement of Centrelink Entitlements

Section Three

Previous 4 rent receipts (or ledger)
Council Rates
Motor vehicle registration
Bank Statement

Section Four

Birth Certificate
Medicare Card
Bank Card
(Front & Back)
Utilities or phone
account

Important Information

Once this form is completed, please email/drop off to our office along with all required supporting evidence (Proof of income and identification)



Daring and Young Property

Phone: 07 4728 1007

Email: Reception@daringandyoung.com

Address: 9B / 203 Kings Road, Pimlico QLD 4812

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One Application Per Person - Please refer to the Terms and Conditions before making Application. Please complete the form in full using BLOCK LETTERS. Incomplete Applications cannot be processed.

Information about your application and tenancy databases

Tenancy databases are used to protect a property owner's investment. However, unfair and old listings can disadvantage some people when they try to secure private rental housing.

What this means for you

As a property manager/owner, we are required by law to let you know which databases we use to check your rental history.

Our agency uses the following tenancy databases: **TICA**

What if I am listed?

If you are listed on a tenancy database that we use, we are required by law to let you know that you are listed and provide you with the contact details of the database operator, so you can find out information about your listing.

Where can I get further information?

If you would like more information about tenancy database laws, you can visit the Residential Tenancies Authority website at rta.qld.gov.au or call 1300 366 311.

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Address of property you are applying for

Preference 1:
Preference 2:

Tenancy Requirements

Lease Start Date _____ Length of Lease 6 month/12 months Rent \$ _____ per week

Name of other applicants and their relationship to you (husband, wife, partner, friend etc.)

Name: _____

Relation: _____

Name & age of children (if any) _____

No. of pets (including Breed & Age) _____

Applicant Information

Please complete 1 application **Per Person** applying for the property

First Name:		Last Name:	
Driver Licence No.		State of Issue:	
Date of Birth:	Phone:	Email:.	

Emergency Contact

Please provide an emergency contact not living with you (eg.Next of Kin)

First Name:	Last Name:
Relationship to you:	Contact Number
Email:.	

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Current Address Details

If owner occupier includes details here.

Current rent/mortgage	\$	per week	How long have you lived there:
Current Address:			
Agent/Landlord			
Phone		Email	
Reason for leaving			
Was your bond refunded in full?		If No, please specify	

Previous Rental Details

Current rent/mortgage	\$	per week	How long have you lived there:
Current Address:			
Agent/Landlord			
Phone		Email	
Reason for leaving			
Was your bond refunded in full?		If No, Please specify	

Personal Referee (cannot be related)

Referees Name	Occupation
Relationship to you	Phone
Email	

Professional Referee

Referees Name	Occupation
Relationship to you	Phone
Email	

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Current Employment/Self Employment

Company Name	Your Position
Payroll or Accountant	Payroll/Accountant work phone
Company Address	
Weekly net Income (after tax)	Length of Employment
Business Type/ABN (if applicable)	

Student

Are you a full time student? Yes/No	Student No.
Tafe/university:	
Contact name:	Contact No.
Do you receive income from your parent? Yes/No If Yes, a Garuantor Letter is required from the parents	Amount \$ per week
Name of parents	Phone

Centrelink Benefit

Type:	\$ per fortnight
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Terms and Conditions & Privacy Act Acknowledgment

I agree to provide proof of income, as part of this application, such as recent income verification pay slip, accountant letter or Centrelink statement.

I understand, should my application be accepted, the agency (on behalf of the lessor) will require a General Tenancy Agreement (Form 18a) signed and monies rent and/or bond) paid within a reasonable time frame (in most cases within 24 hours of acceptance, if accepted). I understand all required tenancy documents will be given to me prior to monies being taken upon acceptance.

I consent to the use of email or fax before the tenancy commences, and during the tenancy (if the application is accepted by the lessor) – I understand the tenancy agreement and required tenancy information may be emailed or faxed to me if I am unable to attend the office at an agreed appointment time. *(If you do not consent to the use of email or fax, please cross this term out and initial the paragraph plus insert the date)*

I understand should my application be denied by the lessor, there is no legal requirement of the agency to disclose reasons why. I also understand that my application and personal information will be disposed of accordingly having regard to the Privacy Act and the Agency Privacy Policy. *(If you would like a copy of the agency privacy policy, please request one from our staff)*

I understand if I have any questions about the tenancy or the application process, the agency welcomes and encourages enquiries prior to applications being made. I further understand, I can request a copy of the General Tenancy Agreement including all standard terms and special terms (Form 18a) and Tenancy Information Statement (Form 17a) prior to making the application. A copy shall be provided if the tenancy application is successful before any monies (rent or bond are taken). The agreement contains the standard terms of a General Tenancy Agreement plus special terms which may include carpet cleaning requirement, pest control and water charging.

I understand I will be required to pay a full bond of 4 weeks rent and 2 weeks rent prior to commencing the tenancy. *(Please ask the property manager if you are unsure of the total amount required to be paid if the application is accepted by the lessor).*

I provide consent for the agency as part of application processing, to contact all necessary people (such as referees, other agents, tenancy databases), to verify the application information provided and understand that all Federal Privacy Act requirements and the Australian Privacy Principles will be adhered to by the agency.

I consent to my personal information being passed on during the tenancy (should it commence), and after the tenancy, if required to other third parties which include, however, are not limited to tradespeople/contractors, salespeople, insurance companies, bodies corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act. The lessor (owner) of the property may be provided all relevant information as the tenancy agreement is between the lessor and the tenant; the agency manages the property on behalf of the lessor. The agreement, should it commence, is a contract between the lessor and the tenant; personal information will be passed onto the lessor as the owner of the property.

I understand that if the application is not accepted, the application form and all information collected shall be disposed of in accordance with the Privacy Act guidelines. I have an opportunity to collect my personal information prior to the information being destroyed by written request to the agency. **To review our agency privacy policy, please contact our office to request a copy.**

By signing this form, I have read and understood clearly all the information outlined above.

Name of Applicant	
Signature	Date: