



Ph: 02 6493 3444 * Fax 02 6493 3443

Julie Rutherford Real Estate Permanent Rental Application

Budget (\$/week):	No. Bedrooms:
Pets: Yes No Type:	Occupants: Adults _____ Children: _____
Preferred term of lease (circle): 6 months 12 months	
Comments:.....	
Date you are available to move in:	Smoker? Yes No
Other property specifications:	

Personal Details	
First name:	Surname:
Partner/Spouse name:	
Children's name/s:	
Present address:	
Phone:	Mobile:
Email address:	
Date of Birth:	Vehicle registration:
Driver's Licence No.	Smoker/s: Y/N
Proof of identification:	Photo ID; Pension card; Passport; Rental receipt; Phone/electricity account – please attach a copy of two of items to your application
Next of Kin	
Full Name:	Relationship:
Address:	Contact Number:
Employment Details	
Occupation/Trade:	Employer:
Address:	Phone:
Contact name:	Period of employment:
Gross weekly wage:	
Government Allowances/Payments:	
Payment Type 1:	Payment Type 2:
Gross fortnightly payment:	Date commenced:
Proof of Income:	Current payslip; Bank statement; Centrelink statement – please attach a copy of one to your application



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Tenancy History			
Name of Current Landlord/Agency:		Phone:	
Contact name:		Address of tenancy:	
Reason for leaving:		Weekly rent amount:	
Period of Tenancy:			
Name of Previous Landlord:		Phone:	
Contact name:		Address of tenancy:	
Reason for leaving:		Weekly rent amount:	
Period of Tenancy:			
Have you ever had a claim on your bond:	Yes No	Details of claim:	

Personal References (not relatives)			
Referee 1 - Name:		Contact number:	
Referee 2 - Name:		Contact number:	

Property Applying For (if applicable)			
Address:		Weekly rent:	
Term of lease:		Commencement date:	
Applicant signature:		Date:	

Julie Rutherford Real Estate Privacy Statement:

Julie Rutherford Real Estate is bound by the Privacy Act and respects your right to privacy. We require you to provide us with personal information in this application for the purpose of processing your application for tenancy for this property. The processing of your application will involve the disclosure to the landlord the information contained in this form in order for the landlord to assess your suitability to tenant this property and, if successful, will form part of your tenancy agreement. Part of this process is to verify the information that you have given with the nominated contacts provided in your application. By signing this statement, you are agreeing to allow Julie Rutherford Real Estate staff to ask the questions that they require, to assess your suitability to be considered for this tenancy. If you are providing a previous Real Estate agency as a reference, you will need to provide us with their fax number and arrange with them to fill out the questionnaire and return it to our office. (final page)

If you do not provide us with the requested information or permit us to confirm the information provided, we will not be able to process your application for tenancy. Julie Rutherford Real Estate will not use the information provided by you for any other purpose than the purpose described above. If your application is unsuccessful then Julie Rutherford Real Estate policy is to destroy your application form in order to protect your right to privacy.

If as a tenant of a rental property managed by Julie Rutherford Real Estate you breach any of the terms and conditions of your tenancy agreement such information may be provided to other agents and/or tenancy database services

I have read and agree with Julie Rutherford Real Estate’s Privacy Statement

Sign here _____ Date: _____

If this section is not signed we will be unable to process this application. If your application is not successful your application will be destroyed.



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(ONLY FILL OUT THE BOXED SECTION AT THE TOP OF THIS FORM YOURSELF)

PRIVATE & CONFIDENTIAL TENANT REFERENCE CHECK

I/we the undersigned tenant/s give approval for the below information to be transmitted to Julie Rutherford Real Estate for the sole purpose of approval for tenancy.

Signature/s
by tenant Date.....

Print Name/s

To assist in the processing of an application from the above-named prospective tenant, would you please complete the following questionnaire and fax or email it back along with a Tenant History Ledger:

Julie Rutherford Real Estate on 02 6493 3443 or rentals@julierutherford.com.au

- 1. Have the tenant/s always paid their rent on time and in full? Yes No
- 2. Has there been any occasions where the payment has been dishonoured? Yes No
- 3. Have the tenants always kept the property in a clean and undamaged condition? Yes No
- 4. Have all the agency/landlord inspections been satisfactory? Yes No
- 5. Have the tenant/s ever been issued a notice to remedy during the tenancy? Yes No
- 6. Would this agency/landlord be happy to lease another of their properties to the tenant/s?
Yes No
- 7. Will there be, or has there been, a claim on the bond to your knowledge? Yes No
- 8. Have there been any matters before the Residential Tenancies Tribunal? Yes No
- 9. Were animals kept on the premises during tenancy? Yes No
- 10. How long were the applicant/s residing at the property?

Further comments or explanations in regards to any of the points above, or of relevance to this tenancy application approval:

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Property Manager/Landlord's Name:

Signature/s Date.....

Name of Agency:..... Contact Numbers: