



347 Main Road Cardiff

Ph: (02) 4954 7447 Fax: (02) 4954 2226

[www.meeksrealestate.com.au](http://www.meeksrealestate.com.au)

natalie@meeksrealestate.com.au

**Student Tenancy Application**

**ID & INFORMATION MUST BE PROVIDED WITH THIS APPLICATION OR IT MAY NOT BE PROCESSED**

- Drivers Licence /Photo ID/ Medicare Card/ Student Card
- Proof of Income (Bank Statements/Pay Slips/ Scholarship Letter)
- Proof of Current Address (E.g.: Electricity Account or Lease)
- Current Rental Ledger or Rental References
- Rental Receipts or Lease (If Private Rental/ Landlord)

*Students if supported provided by parent/s documentation is required providing information for income/ allowances.*

**TENANCY APPLICATION FORM**

**(ONE PERSON PER FORM)**

<b>PROPERTY APPLIED FOR:</b>		<b>RENT P/W:</b>
TERM OF LEASE (MNTHS):	COMMENCEMENT DATE OF LEASE:	LANGUAGE MAINLY SPOKEN:
APPLICANTS <u>FULL</u> NAME:		
CURRENT ADDRESS:		DATE OF BIRTH:
PHONE NUMBERS:	MOBILE:	WORK (PLEASE SPECIFY):
EMAIL ADDRESS:	PERIOD OF TENANCY:	AMOUNT PER WEEK: \$
<b>PERSONAL INFORMATION</b>		
PASSPORT NUMBER:	COUNTRY:	
DRIVERS LICENCE:	DRIVERS LICENCE EXPIRY DATE:	
<b>PREVIOUS ADDRESS INFORMATION:</b>		
PREVIOUS ADDRESS:		
HOW LONG AT THIS ADDRESS:		
AGENT/LANDLORD:	PHONE NUMBER:	
RENT PAID: \$	PER WEEK	
<b>EMPLOYMENT INFORMATION</b>		
POSITION:	2 <sup>ND</sup> JOB OR ALLOWANCE(CENTRELINK):	
CURRENT EMPLOYER:	PLEASE EXPLAIN IF YOU ARE UNEMPLOYED:	
EMPLOYER PHONE NUMBER:		
CONTACT PERSON & POSITION:		

**HOW DID YOU HEAR ABOUT THIS VACANCY?**

**NEWSPAPER/ INTERNET/ VISITING OUR OFFICE/ WORD OF MOUTH/ VISITING OUR OFFICE/**

**SIGN ON PROPERTY**



347 Main Road Cardiff

Ph: (02) 4954 7447 Fax: (02) 4954 2226

[www.meeksrealestate.com.au](http://www.meeksrealestate.com.au)

natalie@meeksrealestate.com.au

CURRENT COURSE AT UNIVERSITY	
Degree/Course:	
Length of Degree/Course:	
What University/TAFE will you be studying at:	
How long do you require accommodation:	
I.C.E (IN CASE OF EMERGENCY CONTACT)	
Name:	
Contact Number (1):	Contact Number (2):
Address:	
Relationship to you:	
CHARACTER REFERENCE DETAILS (OTHER THAN IMMEDIATE FAMILY MEMBERS)	
(1) Name:	
Contact Number (1):	Contact Number (2):
Address:	Comments:
Relationship to you:	
(2) Name:	
Contact Number (1):	Contact Number (2):
Address:	Comments:
Relationship to you:	
(3) Name:	
Contact Number (1):	Contact Number (2):
Address:	Comments:
Relationship to you:	



347 Main Road Cardiff

Ph: (02) 4954 7447 Fax: (02) 4954 2226

[www.meeksrealestate.com.au](http://www.meeksrealestate.com.au)

REFERENCE CHECK

natalie@meeksrealestate.com.au

Please sign fill in and sign first section of form and return with your application.

In accordance with Privacy Act on your application form I/We the undersigned authorise the recipient of this fax to give information to Meeks Real Estate regarding my/our rental history.

Applicants Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Period of tenancy: \_\_\_\_\_ Rent paid p/wk: \$ \_\_\_\_\_

Managing Agent: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Fax Number of Agent: \_\_\_\_\_

APPLICANTS SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Would you rent to these tenants again?  Yes  No

Did tenant always pay rent on time?  Yes  No

Was a termination notice ever issued?  Yes  No

Did the tenants ever breach their agreement?  Yes  No

If YES what was the breach and was it resolved? \_\_\_\_\_

Were routine inspections carried out?  Yes  No

If YES what was the condition of the property? \_\_\_\_\_

Were lawns and gardens kept in good condition?  Yes  No

Did the tenants have pets?  Yes  No

If YES what kind and did they cause any damage? \_\_\_\_\_

Have the tenants given the required notice?  Yes  No

If vacated, was the property left in good condition?  Yes  No

If vacated, was the bond returned in full?  Yes  No

ANY ADDITIONAL COMMENTS: \_\_\_\_\_

\_\_\_\_\_

Agents Signature: \_\_\_\_\_

Position Held: \_\_\_\_\_

Please attach a tenant ledger when faxing to our office on 02 4954 2226.

If you have any further information please call us on 02 49547 447.

Thankyou for your assistance.



**347 Main Road Cardiff**

**Ph: (02) 4954 7447 Fax: (02) 4954 2226**

[www.meeksrealestate.com.au](http://www.meeksrealestate.com.au)

[natalie@meeksrealestate.com.au](mailto:natalie@meeksrealestate.com.au)

### **CONDITIONS OF APPLICATION AND DECLARATION**

In applying for this property and signing the application, I declare that:

- The information provided in this form are true and correct
- I am financially able to meet my commitments under the Residential Tenancy Agreement
- I am able to uphold my obligations as required by the Residential Tenancy Act 1987 (as amended)
- I am not bankrupt and I am not insolvent
- I have asked for and received a photocopy of this application for my retention.
- I understand that all references will be checked and that my employment or studies will be confirmed with my employer or course supervisor. I understand that my credit references will be checked.
- I understand that this application may be disqualified if I refuse to complete any section on this application.
- I understand that in the event this application is approved and a tenancy agreement is entered into that any person listed on this form may be contacted for any reason, including but not limited to non payment of rental and breaches of the Tenancy Agreement.
- I acknowledge and understand that Meeks Real Estate acts as the agent on behalf of the owner or owners of the property.
- I understand that this application is subject to the owners' approval. Meeks Real Estate does not ask the owner for reasons an application has been unsuccessful. I understand that in the event that this application is not approved that the agent is unaware of any reason for it not being approved and that the owner is not required to give any reason for refusing this application.
- I declare that I have physically inspected the property applied for in this application. I accept the current condition of the property as inspected and in the event this application is approved will not make any request for maintenance to the property other than that required to keep or make this premises safe, secure and habitable, considering the age of the property and the rental paid.
- I declare that I have not relied upon any representation by the owner or agent regarding this property and that I have made my own inquiries as to the suitability of the property for my requirements.
- I, (the applicant) give permission for MEEKS REAL ESTATE to obtain any details required regarding my education/employment to obtain tenancy.
- I have read, understand and agree with the privacy Act Acknowledgement of this application.



347 Main Road Cardiff

Ph: (02) 4954 7447 Fax: (02) 4954 2226

[www.meeksrealestate.com.au](http://www.meeksrealestate.com.au)

natalie@meeksrealestate.com.au

### **PRIVACY ACT 1988 ACKNOWLEDGEMENT**

In accordance with the Privacy Principle 1.3 of the Privacy Act we require you to read this acknowledgement. In order to process a tenancy application the applicant is required under the National Privacy Principles of Privacy Act to be made aware that an organisation may access a database. In addition a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent. In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to a database company other organisations may receive information from time to time. Other organisations may include debt collection agencies, insurance companies, government departments and other landlords or agents. Your contact details may also be given to tradespeople as required during the tenancy.

I, the said applicant declare that I give permission to the agent to collect my information onto TICA Default Tenancy Control Pty Ltd. I further give my permission for my information to be provided to any other tenancy database for the assessment of my/our tenancy application. I further give consent to the member of the Database Company to contact any of my referees provided by me in my tenancy application. I agree and understand that once a tenancy application has been lodged with the member of the tenancy database and an inquiry made with a tenancy database my information may be recorded as making an inquiry.

I agree that in this even of a default occurring under a tenancy agreement I give my permission to the member of a tenancy database company is subject to the conditions of the Database Company.

I understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its members to access to information accumulated from members about tenants who have breached their tenancy agreement.

I agree and understand that should I fail to provide the database member with the information and acknowledgements required the database member may elect not to proceed with my tenancy application. I agree and understand that a listing with TICA Default Tenancy Control Pty Ltd could have an adverse effect on my ability to obtain future rental accommodation.

I acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 1902 220 346. I understand that phone calls to TICA Default tenancy Control Ltd are charged at \$5.45per minute exclusive of GST.

**Signed by the applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

### **RESERVATION FEE/DEPOSIT (Payable only on approval of your application)**

The applicant agrees to pay a deposit equivalent to one week's rent upon approval of the application. You may pay your holding deposit by Bank Cheque or Money Order.