

Ways to submit your application

In accordance with the *Residential Tenancies and Rooming Accommodation Act 2008*, you may submit your application via any of the following methods.

Via Email – pm4@rentalinvest.com.au

Address of the premises

		Postcode

Number of occupants

Number of occupants intended to reside in the premise

Number of occupants under 18 years of age

Term of tenancy

Preferred move-in date	
Desired lease term (e.g. 6 months, 12 months, 24 months)	

Prospective tenant/s details

Note: If there are more than 2 prospective tenants, prospective tenants may need to complete multiple forms to capture the details of each prospective tenant

Tenant 1 – Personal details

Full name		Date of birth	
Current address			
			Postcode
Phone		Email	

Tenant 1 – Employment details

Current employer			
Job title			
Length of employment		Gross weekly income	

Tenant 1 – Financial Information

Can you provide documents verifying your ability to pay rent? Yes No

If yes, please attach documents.

Examples: pay slips, bank statements (without transaction details), other financial documents.

Note: No more than two documents showing the prospective tenant’s financial ability to pay rent can be requested.

If not receiving regular income (e.g. self-employed, casual, freelance)

Please provide details of previous employment or other documents supporting your financial ability to pay rent, such as:

- Pay slips from previous employment
- Bank statements (**without transaction details**) to demonstrate proof of savings or assets
- Centrelink payment statements/letters
- Proof of savings or assets

Tenant 1 – Rental history (if applicable)

Property 1

Previous address			
		Postcode	
Rental period (Start – End)			
Property manager/owner name			
Property manager/owner email			

Property 2

Previous address			
		Postcode	
Rental period (Start – End)			
Property manager/owner name			
Property manager/owner email			

Tenant 1 – References

Please provide 2 referees who can verify your capability to care for the premises

Name			
Contact			
Referee’s connection to prospective tenant			
Name			
Contact			
Referee’s connection to prospective tenant			

Tenant 2 (If Applicable) – Personal details

Full name				Date of birth		
Current address						
					Postcode	
Phone		Email				

Tenant 2 – Employment details

Current employer					
Job title					
Length of employment		Gross weekly income			

Tenant 2 – Financial Information

Can you provide documents verifying your ability to pay rent? Yes No

If yes, please attach documents.
 Examples: pay slips, bank statements (without transaction details), other financial documents.
Note: No more than two documents showing the prospective tenant’s financial ability to pay rent can be requested.

If not receiving regular income (e.g. self-employed, casual, freelance)
 Please provide details of previous employment or other documents supporting your financial ability to pay rent, such as:

- Pay slips from previous employment
- Bank statements (**without transaction details**) to demonstrate proof of savings or assets
- Centrelink payment statements/letters
- Proof of savings or assets

Tenant 2 – Rental history (if applicable)

Property 1

Previous address				
			Postcode	
Rental period (Start – End)				
Property manager/owner name				
Property manager/owner email				

Property 2

Previous address				
			Postcode	
Rental period (Start – End)				
Property manager/owner name				
Property manager/owner email				

Tenant 2 – References

Please provide 2 referees who can verify your capability to care for the premises

Name			
Contact			
Referee’s connection to prospective tenant			
Name			
Contact			
Referee’s connection to prospective tenant			

Pet details (if applicable)

Do you intend to keep any pets at the premises? Yes No

If yes, provide details

Type/s of pets	
Breed/s	
Size/Weight	

Other information you would like to share about the suitability of the pet proposed to be kept in the rental property to help the property owner to make an informed decision (optional)

- the pet’s age, temperament, training
- whether the rental property is suitable for keeping this type of pet (i.e. size of property, outdoor areas, fencing requirements)
- whether the pet is permitted under the local council by-laws or any applicable body-corporate by-laws
- whether you intend to keep the pet inside and/or outside, or in an appropriate enclosure
- photo of pet (if applicable)
- photo of enclosure for pet (if applicable)

Note: Parties to the tenancy should include in the tenancy agreement if there are any additional conditions that apply, such as who is responsible for pest control and carpet cleaning.

Vehicle details (if applicable)

Will you be parking any vehicles on the premises? Yes No

If yes, please specify the number and types of vehicles

Vehicle	No.	Type
Cars		
Boats / Caravans		
Trailers / other motor vehicles		

Note: Parties to the tenancy should include in the tenancy agreement any additional conditions that apply, such as the requirement for vehicles to be parked in a dedicated parking space or driveway or park or body corporate rules relating to vehicles.

Verification of Identity

Property manager/owner requests to verify identity Yes No

If the property manager/owner requests to verify your identity, the Act allows identity verification by:

- a. providing a copy of your original identity document, or
- b. allowing the property manager/owner to sight your original document in person.

I elect to provide copies of my original identity document/s to the property manager/owner.

I elect to permit the property manager/owner to view my original identity document/s.

Property managers/owners cannot keep a copy or record details of your identity documents sighted in person without your consent.

I consent to the property manager/owner retaining copies of my original identity document/s.

Prospective tenant acknowledgement and consent

By signing this form, you acknowledge and consent to the following:

1. Collection of personal information: You understand that the information provided will be used solely to assess your suitability as a tenant.
2. Use of your personal information: Your personal information will be stored securely and only used for the application process.
3. No unauthorised copies: The property manager/owner will not retain any copies of your original identity documents without your consent.
4. Compliance with legislation: This application complies with the *Residential Tenancies and Rooming Accommodation Act 2008*, including all protections for your personal information and rights.
5. Submission confirmation: Your application will not be processed unless all required documents are submitted.

Print name/s

Signature/s

Date

1.			
2.			