SINGER
RESIDENTIAL

Rental Application Form

Dear Valued Tenant

Now that you've found a suitable property to rent, we want to make your 'securing a property' process even easier. In order to give yourself the best chance to secure this property, we ask that the following information be provided which will give us the ability to present your applications to the owner in its best list.

Firstly, We ask all tenants over the age of 18 wishing to reside at the property complete an application for tenancy.

Be in Contention: To make sure you don't miss out, submit your application forms to Singer Residential within 48 hours of seeing the property. The owner will not wait for other application forms so a lot of the times, it is first come best dress. You can send them in via email (rentals@singerresidential.com.au)

First Impressions: Applications for tenancy that are hard to read, not complete, have blank items, not attached and dirty will not be processed.

Attach all Documents: Please be sure to attach all necessary documents to the application for tenancy. These documents can be sorted in the following ways;
Proof of income - pay slips, tax returns, bank statements, letters from work.
Rental history – Rental ledgers, letters of reference, receipts for rent.
Identification – Drivers licence, passport, rates notices, bank cards, Medicare cards.

Be Flexible: To improve your chances of securing the property, make your move in date as close as possible to the availability date.

If there may be anything else you believe will be an incentive for the owner to consider, please make our property managers aware so that we may present this to the owner.

Our processing timeframes are around 48 hours however this can vary from application to application. If you have any further questions, please contact our team on 0457 056 811 (Joshua) 0422 212 148 (Karishma) or 0405 143 152 (Trisha).

Yours sincerely,

Property Management Department
Singer Residential

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Thank you for choosing Singer Residential. Please complete this application thoroughly so we can process your application as quickly as possible, failure to complete sections may result in delays or the application not being processed. Ensure that all applicants have signed the privacy statement on the bottom of page 3:

PLEASE NOTE THE FOLLOWING IMPORTANT POINTS, ALL TENANTS MUST PROVIDE THE FOLLOWING ITEMS:

- Copy of tenant ledger (payment record from current landlord or agent)
- Drivers licence or Photo ID
- Copies of two current pay dockets
- Copies of current Centrelink entitlements/ statements (if applicable)
- Copies of land rates and mortgage payments (if applicable)
- Current bank statements (Last 6 Months)

PROPERTY APPLYING FOR:

Leasing Preferences:

If renting, do you have to give notice to current agent? Yes ☐ No ☐

Length of tenancy: _____YEARS _____ MONTHS Rent per week: $_____ Commencement Date: _____

Occupancy Details:

Address of premised applied for:_____

Number of occupants: _____Adults _____Children Ages: _____

Will you be applying for assistance from Department of Housing: Yes ☐ No ☐

Pets: Yes ☐ No ☐ Type/ Breed: _____
Inside ☐ Outside ☐

Applicant Details:

APPLICANT ONE:

Name: _____

Email: _____

Address: _____

Phone (H): _____

Phone (W): _____

Mobile:_____

Date of Birth: _____

Drivers Licence: _____

Vehicle Registration Details:

Type: _____ Reg No: _____

Applicant Details:

APPLICANT TWO:

Name: _____

Email: _____

Address: _____

Phone (H): _____

Phone (W): _____

Mobile:_____

Date of Birth: _____

Drivers Licence: _____

Vehicle Registration Details:

Type: _____ Reg No: _____

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Current Residential Details:

APPLICANT ONE:

Current Address: _____

_____

Landlord/Agent's Name: _____

Landlord/Agent's Phone (Day): _____

Rent/ Mortgage Per Week: $_____

Length of Tenancy: _____

Reason for Leaving: _____

_____

APPLICANT TWO:

Current Address: _____

_____

Landlord/Agent's Name: _____

Landlord/Agent's Phone (Day): _____

Rent/ Mortgage Per Week: $_____

Length of Tenancy: _____

Reason for Leaving: _____

_____

Previous Residential Details:

Previous Address: _____

_____

Landlord/Agent's Name: _____

Landlord/Agent's Phone (Day): _____

Rent/ Mortgage Per Week: $_____

Length of Tenancy: _____

Previous Address: _____

_____

Landlord/Agent's Name: _____

Landlord/Agent's Phone (Day): _____

Rent/ Mortgage Per Week: $_____

Length of Tenancy: _____

Current Employment:

Employer (Company): _____

Contact Name: _____Ph:_____

Your Position: _____

Net income per year: $_____

Length of Employment: _____

Employment Type: ☐ Full Time ☐ Part Time ☐ Casual

Employer (Company): _____

Contact Name: _____Ph:_____

Your Position: _____

Net income per year: $_____

Length of Employment: _____

Employment Type: ☐ Full Time ☐ Part Time ☐ Casual

Previous Employment:

Employer (Company): _____

Contact Name: _____Ph:_____

Your Position: _____

Net income per year: $_____

Length of Employment: _____

Employment Type: ☐ Full Time ☐ Part Time ☐ Casual

Employer (Company): _____

Contact Name: _____Ph:_____

Your Position: _____

Net income per year: $_____

Length of Employment: _____

Employment Type: ☐ Full Time ☐ Part Time ☐ Casual

Emergency Contact not residing with you (Next of Kin)

Relationship: _____

Address: _____

Suburb: _____

Phone (Day): _____

Phone (Night): _____

Relationship: _____

Address: _____

Suburb: _____

Phone (Day): _____

Phone (Night): _____

iGlobal Properties Pty Ltd
Trading as **Singer Residential**
ABN: 7261 651 7830

Contact:
Joshua—0457 056 811
Karishma—0422 212 148
Trisha—0405 143 152

Email:
rentals@singerresidential.com.au
Website:
www.singerresidential.com.au

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Privacy Statement:

The personal information you provide in this application or collected by us from other sources is necessary for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of your tenancy, if your application is successful, may be disclosed for the purpose for which it was collected to other parties including the Landlord/Owner, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the Landlord/Owner. If you enter into a Residential Tenancy your tenancy may also be disclosed to the Landlord/Owner, third party operations of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your Property Manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is not provided by you, we may not be able to process your application and manage your tenancy.

Application & Confirmation:

I apply for approval to rent the premises referred to in this application I acknowledge that my application will be referred to the Owner of the property for their approval and if the application is approved, a Residential Tenancy Agreement for the premises will be prepared.

I acknowledge that this is an application to rent this property and that my application is subject to the Owner's approval.

1. I consent to the information provided in this application being verified and a reference check on TICA being undertaken.
2. That should the Landlord accept this application a holding deposit equivalent to one weeks rent will be paid by the applicant towards the initial rent of the premises.
3. That should the applicant decide not to proceed, the whole amount of holding deposit will be **forfeited**.
4. The Holding Deposit will be banked into a Trust Account and receipts as a rent payment upon signing the Tenancy Agreement.

By signing this application. I agree to all the terms & conditions within this document and the Privacy Conditions and Disclosure Statements.

I undertake to pay the monies detailed below. The amount is to be paid to Singer Residential upon signing the Residential Tenancy Agreement. For security and insurance reasons, Singer Residential have a cash free policy.

Signed by the Applicant:

Print Name (Applicant One):

_____

Signature (Applicant One):

_____

Date:

_____

Print Name (Applicant Two):

_____

Signature (Applicant Two):

_____

Date:

_____

(If more than one applicant, "I" means "We" in this form). "I have read and I understand the above information".

Initial lease costs:

Rental Bond: (4 Week's Rent)

$_____

Rent: (2 Week's Rent)

$_____

Total:

$_____

How did you hear about this property?

- ☐ Rental List
- ☐ Internet
- ☐ Sign board on store
- ☐ Other, please specify:

_____

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