

Shop 18A, 135 Byrnes Street IGA Centre Mareeba QLD 4880 Australia PO BOX 1387 Ph. (07) 40922111 Mb. 0418 922 111

www.rentmpm.com.au
Email: rent@rentmpm.com.au

INFORMATION FOR APPLICANTS

Applications will not be processed unless all information is supplied. Each person over 18 that will be residing at the property will need to complete an individual application.

OFFICE HOURS

Our office is open Monday to Friday 09:00 am - 05:00 pm

REQUIRED SUPPORTING DOCUMENTS

Proof of Income

You are also required to supply the agent/lessor with proof of your income upon submission of your application. Employed: Last TWO pay slips

Self Employed: Bank statements, Group certificate, Tax return or Accountant's letter Not Employed: Centrelink Statement.

Identification

Our office will require you to submit a minimum of 100 points for your application to be considered. At least one form of photo identification & proof of current address must be provided. Please see Identification Checklist for further details.

TENANT DATABASE CHECKS

Our office is a member of TICA, which is a National Tenant Database Agency. When processing your application form, our office will conduct the necessary tenant checks with this company.

PROCESSING AN APPLICATION

We aim to process your application within 48 hours and advise you of the outcome by telephone. If we are unable to contact all your referees, this process may take longer.

APPROVAL OF AN APPLICATION AND SECURING THE PROPERTY

Upon approval of your application all parties will receive the lease agreement and the bond forms to electronically sign. A minimum of 2 weeks rent must be paid at this time in order to fully secure the property. This must be paid, and funds must be cleared with a receipt supplied before collection of keys can take place.

HOLDING DEPOSITS

Prospective tenants will be asked to pay a holding deposit to reserve or hold the premises they intend to rent. This holding deposit is held for a period of 48 hours unless stated otherwise. On accepting the deposit, the agent will give you a written receipt and sure the property is available if the person proceeds with the tenancy.

If the prospective tenant does not proceed with the tenancy and advises the lessor/agent within the holding period, the entire holding deposit must be refunded within three days.

The lessor/agent can keep the holding deposit if the prospective tenant fails to notify the lessor/agent of their decision to not proceed with the property within the agreed holding period. If the prospective tenant indicates that he/she will proceed with the tenancy but then fails to enter into the tenancy agreement, then they will forfeit the holding deposit

When the tenant signs a tenancy agreement after paying a holding deposit this then becomes part of the rental bond. Any surplus amounts then become rent advance.



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APPLICATION FOR RESIDENTIAL TENANCY

Property Address: Applicant 1 Name: Date of Birth: Work Phone: Mobile: **Email Address: List of Occupants Pets on Application** Number of Pets: Number of Occupants: Name: Type/Breed: Type/Breed: Name: Type/Breed: Name: Type/Breed: Name: **Previous Accommodation Details Property Address:** \$ □ Rented per week Owned Name of Real Estate Agency: **Email Address: Phone Number:** Period of occupancy: Reason for leaving: Do you expect a full bond refund? Yes No Occupation Employer: Period of employment: Wage: \$ per week/fortnightly **Full Time Part Time** П Casual Centrelink Income: \$ Payment Type: per week **Personal Reference** Name: Relationship: Work Phone: Mobile: **Email Address: Personal Reference** Name: Relationship: Work Phone: Mobile: **Email Address:** I, the applicant, accept the property in its present condition and understand by signing this document cannot hold Mareeba Property Management accountable for the presentation of the property as we have knowingly agreed to sign the General Tenancy Agreement for said property. I, the applicant, will not old the management agents namely, Mareeba Property Management, responsible for any misunderstanding or misinterpretations I may have from the advertisement of said properly. Applicant 1 Name: Signature:

Name: Work Phone: Email Address: Current Accommodation Details Property Address:	Date of Birth: Mobile:
Email Address: Current Accommodation Details Property Address:	Mobile:
Current Accommodation Details Property Address:	
Property Address:	
Property Address:	
• •	
Rented \$	per week 🛛 Owned
Name of Real Estate Agency:	For the later of
Phone Number:	Email Address:
Period of occupancy:	Reason for leaving:
Do you expect a full bond refund? Yes No)
List of Occupants (Including people under the age of 18	years old)
Number of Occupants:	years oluj
	Name
Name:	Name:
Name:	Name:
Occupation	
Employer:	Period of employment:
Wage: \$ per	☐ Full Time ☐ Part Time ☐ Casual
week	
Centrelink Payment Type:	Income: \$ per week
Personal Reference	
Name:	Relationship:
Work Phone:	Mobile:
Email Address:	Woone.
Email Address.	
Personal Reference	
Name:	Relationship:
Work Phone:	Mobile:
Email Address:	
I, the applicant, accept the property in its present condit	tion and understand by signing this document cannot old
Mareeba Property Management accountable for the pre	esentation of the property as we have knowingly agreed
to sign the General Tenancy Agreement for said propert	
I, the applicant, will not old the management agents nar	
any misunderstanding or misinterpretations I may have	from the advertisement of said properly.
Applicant 2 Name:	Cianatura
	Signature:



DECLARATION & ACKNOWLEDGMENT

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I, Applicant 1, declare the following:				
Have never been evicted by an Agent/Lessor		True		False
Have no known reasons that would affect my ability to pay rent		True		False
Was refunded the rental bond for my last address in full (if applicable)		True		False
Have no outstanding debt to another Agent/Lessor?		True		False
I, Applicant 1, acknowledge the following:				
Acknowledge that my personal contents insurance is not covered under any Lessor		Yes		No
insurance policy/s and understand that it is my responsibility to insure my own				
personal belongings.				
Understand that you as the Agent/Lessor have collected this information for the		Yes		No
purpose of determining whether I am a suitable tenant for the property - in particular				
to check my identification, my ability to care for the property, my character and my				
creditworthiness.				
For such purposes, I authorise you to contact the persons named in this application,		Yes		No
and to undertake such enquiries and searches (including tenancy databases searches)				
as you consider reasonably necessary.				
In doing so, I understand that information provided by me may be disclosed to, and		Yes		No
further information obtained from, referees named in this application and other				
relevant third parties.				
Acknowledge and accept that if this application is denied, the Agent is not legally		Yes		No
obliged to provide reasons as to why.				
Consent and understand that should my tenancy be accepted and upon		Yes		No
commencement of the tenancy agreement, there may be cause for the Agent/Lessor to				
pass my details onto others which may include (but is not limited to) insurance				
companies, body corporates, contractors, other real estate agents, salespeople and				
tenancy default databases.				
Acknowledge that I have received and reviewed the General Tenancy Agreement (Form		Yes		No
18a), the Standard Terms and any special terms before completing this application.				
Acknowledge that I have received or have available the Information Statement (Form		Yes		No
17a), body corporate by-laws (if applicable				
Acknowledge that I have signed the agency's Privacy Notice and Consent.		Yes		No
Acknowledge that the Lessor and Applicant (tenant) are bound by this agreement		Yes		No
immediately upon communication of either the lessor or agent's acceptance of the				
application.				
Consent to the use of email and facsimile in accordance with the provisions set out in		Yes		No
Chapter 2 of the Electronic Transactions (Queensland) Act 2001 (Qld) and the Electronic				
Transactions Act 1999 (Cth).				
Declare that the above information is true & correct and that I have supplied it of my		Yes		No
own free will.				
I, Applicant 1, consent to receive electronic communication				
The Electronic Transactions Act (Queensland) 2001 (Sections 11 and 12) requires a person	/s to	provide	cons	ent if
they agree to receiving information via electronic communications.				
Name of Applicant 1:	Da	te:		
Signature:				

lave no known reasons that would affect my ability to pay rent Vas refunded the rental bond for my last address in full (if applicable) Jave no outstanding debt to another Agent/Lessor? Applicant 2, acknowledge the following: Applicant 2, acknowledge that my personal contents insurance is not covered under any Lessor numbersonal belongings. Application and understand that it is my responsibility to insure my own intersonal belongings. Anderstand that you as the Agent/Lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property - in particular to check my identification, my ability to care for the property, my character, and my reditworthiness. For such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary. In doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties. Acknowledge and accept that if this application is denied, the Agent is not legally obliged to provide reasons as to why. Consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the Agent/Lessor to lass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and enancy default databases. Acknowledge that I have received and reviewed the General Tenancy Agreement (Form 18.a), the Standard Terms and any special terms before completing this application. Acknowledge that I have received or have available the Information Statement (Form 17.a), body corporate by-laws (if applicable with the provisions set out in chapter 2 of the Electr	-	True True	False
Nas refunded the rental bond for my last address in full (if applicable) Applicant 2, acknowledge the following: Acknowledge that my personal contents insurance is not covered under any Lessor ansurance policy/s and understand that it is my responsibility to insure my own dersonal belongings. Anderstand that you as the Agent/Lessor have collected this information for the purpose of determining whether I am a suitable tenant for the property - in particular of ocheck my identification, my ability to care for the property, my character, and my reditworthiness. For such purposes, I authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonably necessary. In doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties. Acknowledge and accept that if this application is denied, the Agent is not legally obliged to provide reasons as to why. Consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the Agent/Lessor to bass my details onto others which may include (but is not limited to) insurance companies, body corporates, contractors, other real estate agents, salespeople and enancy default databases. Acknowledge that I have received and reviewed the General Tenancy Agreement (Form 1.8.8), the Standard Terms and any special terms before completing this application. Acknowledge that I have received or have available the Information Statement (Form 1.7.1), body corporate by-laws (if applicable acknowledge that I have signed the agency's Privacy Notice and Consent. Acknowledge that I have signed the agency of Privacy Notice and Consent. Acknowledge that I have signed the agency of Privacy	-		i aisc
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ransactions Act 1999 (Cth).	'	Yes	No
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, ,	,	Yes	No
wn free will.			
and of Applicant 2.			
ame of Applicant 2:	ate	e:	
ignatural			
ignature:			



Signature:

PET APPLICATION & AGREEMENT

Shop 18A, 135 Byrnes Street IGA Centre Mareeba QLD 4880 Australia PO BOX 1387 Ph. (07) 40922111 Mb. 0418 922 111

www.rentmpm.com.au Email: rent@rentmpm.com.au

Pe	t 1					Pet 2				
Na	ıme:					Name:				
Ту	pe of Pet:					Type of Pet:				
Br	eed:					Breed:				
Ag	je:					Age:				
De	escription:					Description:				
De	esexed:		Yes		No	Desexed:		Yes		No
Fri	endly:		Yes		No	Friendly:		Yes		No
Те	rms and Con	ditions	:							
Th	e tenant/s ac	knowl	edges and a	agrees to	the follov	ving terms:				
1.	The propert agreement	•	_	•	ermit pet,	$^\prime$ s at the premises as s	specifie	d in the res	idential t	enancy lease
2.	must first b property in	e requ vestor	ested by te prior to the	nant/s in e pet/s be	writing gi	d in the residential ter ving full details and the ed onto the premises. NOT guaranteed.	nen be a	approved ii	n writing	by the
3.	The tenant shall be liable for any damage or injury whatsoever caused by the pets on the property, whether they are the tenant's pets or their guests' pets and regardless of their approval status.									
4.		s or th	eir propert	y caused		nifies the property in esult of actions by the				
5.	. The tenant agrees to arrange for carpet cleaning and flea fumigation at the end of the tenancy or at a time during the tenancy as required or requested by the property investor/agent to be carried out by a company complying with Australian standards.									
6.	The pet/s a agreement.		e always o	utside, ur	lless speci	fied otherwise in the	residen	tial tenanc	y agreem	ent or this pet
7.	By signing b property fo	-	•		for approv	val of the abovementi	oned pe	et/s to be a	ccepted	at the
8.	8. If approv		•		the time	of signing the tenancy	agreen	nent and a	ssociated	paperwork,
Na	me of Applic	ant 1:						[Date:	
Sic	gnature:									
عاد	, iutui C.									
Na	me of Applic	ant 1:						[Date:	

