



Residential Tenancy Pre Approval Application Form

Date of Application: ____/____/____

Proposed Property: _____ Rent Per Week \$ _____

(If no property available, please state your budget and also the type of property you wish to lease)

Length of Tenancy: 6 months / 12 months (circle) Tenancy to Commence: ____/____/____

Surname: _____

Other Names: _____

Date of Birth: ____/____/____

18+ Card No: _____

Medicare No: _____

Passport No: _____

Driver's License No: _____

Registration No: _____

State Of Registration: _____

Make & Model: _____

Current Address: _____ Post Code: _____

Home Phone No: _____ Work Phone No: _____

Mobile Phone No: _____ Email: _____

Will dependants reside at the property? Yes / No

If "Yes" - Names: _____ Ages: _____

Do you have any Pets? Yes / No Type: _____ Breed: _____

Are your pets Registered? Yes / No Registration Details: _____

Do you own a lawnmower? Yes / No

Have you even been to Tribunal for rental arrears/matters? Yes / No

Please give details: _____

Each Applicant must reach 100 Points

Full Rental Ledger	60
Rates Notice of Owned Property	50
Your last FOUR Rent receipts	50
Driver's License	30
Passport	30
Photo ID	20
2 References from previous Agent/s	20
Medicare/Credit/EFTPOS card (each)	20
Phone, Gas or Power A/Cs (each)	20
Birth Certificate	10

Should you not be able to meet the 100 Check Points, please speak to the Property Manager

Companies / Sole Traders: Certificate of Registration of Business Name Then ID each Director under the 100pt system.

At Amato Real Estate we work on a **pre approval basis** which requires you to complete an application form prior to viewing a property.

An application form must be completed by each person wishing to lease the property and submitted with **100 points** of identification.

Any applications received that do not comply with these instructions **will not be accepted**.

The process may take **five to seven** business days.

Once the application has been processed and you meet the pre approval, a member of our team will contact you to arrange an inspection.

Please don't hesitate to contact the office should you have any questions regarding the application.

AMATO REAL ESTATE

26 Kurrajong Avenue, Leeton NSW 2705

(02) 6953 3699

admin@amatorealestate.com.au

www.amatorealestate.com.au

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Your References:

Complete all 5 reference blocks below. Your references can include but not limited to:

1. Your Parent/Guardian/next of Kin
2. Your nearest relative, not living with you.
3. At least (2) permanent Residents of Australia, other than above
4. If self employed, at least 1 established trade/business reference.
5. Your Current Employer

#1 Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Relationship & Known for how long? _____

#2 Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Relationship & Known for how long? _____

#3 Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Relationship & Known for how long? _____

#4 Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Relationship & Known for how long? _____

#5 Name: _____

Address: _____

Home Phone: _____

Work Phone: _____

Mobile Phone: _____

Relationship & Known for how long? _____

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If you are employed (please provide a minimum of 3 pays slips):

Employer's Name: _____

Address: _____

Phone: _____

Length of Employment: _____ Net Weekly Income: \$ _____

If you have been employed at above, less than 6 months:

Previous Employer: _____

Address: _____

Phone: _____ Length of Employment: _____

If you are Self Employed or Own Your Own Business (please provided your latest Income Statement):

Name of Business: _____

ABN: _____

What does your business do? _____

Address: _____

Personal Net Weekly Income: _____

Name of Accountant: _____

Account's Phone Number: _____

How long have you been in this Business? _____

If you are a Student:

Name of Institution: _____

Faculty / Department: _____

Student Union Number: _____

Student ID Number: _____

Income Source: _____

Net Weekly Income: _____

If you receive a Centrelink Payment (please provide current statements):

Type of Payment and payment amount: _____

Customer Reference Number: _____

Current weekly expenses (please provide current bank statement):

General Expenses (Groceries etc.): _____

Loan Payments : _____

Phone Accounts: _____

Electricity Account: _____

Other: _____

Balance of net weekly income: _____

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Your Rental/Housing History

Current Landlord/Agent:

Name: _____
 Phone Number _____
 Rent per week & Period Rented _____
 Bond Refunded? (if not why not) _____
 Address of Property _____
 Reason for Leaving _____

Previous Landlord/Agent:

Name: _____
 Phone Number _____
 Rent per week & Period Rented _____
 Bond Refunded? (if not why not) _____
 Address of Property _____
 Reason for Leaving _____

If you own your own home Current Address (please provide a copy of your rates notice):

Payment per week _____
 Length of ownership _____
 Address of Property _____
 Reason for moving _____

If you own your own home Previous Address:

Payment per week _____
 Length of ownership _____
 Address of Property _____
 Reason for moving _____



MAKES MOVING EASY

☐ **YES**

This is a **FREE** service that can connect you to the following utilities and services in your new home



Electricity



Gas



Phone +
Internet



Pay TV



Removalists



Cleaning



Truck Hire

I consent to;

- » Amato Real Estate providing my personal information to Direct Connect including name, address, email and phone number.
- » Direct Connect contacting me in relation to my utilities and service connections.
- » Direct Connect obtaining metering information for the premises I am moving to.

Applicant 1

Signature _____
 Date _____

Applicant 2 (if applicable)

Signature _____ Date _____
 Name _____ Phone _____

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DISCLAIMER – AUTHORITY

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and/or conducting any enquiries and/or searches with regard to the information and references supplied in this application.

I, the said applicant, do solemnly and sincerely declare that I have read and understand the contents of this application and have the competence and capacity to enter into this agreement.

I further confirm and declare that:

1. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed Tenancy Application submitted by me. I further consent to the agent carrying out any enquiries necessary to process my application for tenancy.
2. I have been informed, understand and agree should there be a requirement to commence proceedings for the recovery of rent, repairs and/or damage to the property during the term or at the expiration of any tenancy agreement, all costs associated with these proceedings shall be able to be recovered from me.
3. I further consent to the agent disclosing all personal information that they may hold for the purpose of
 - Listing my name with a data base as a result of a tribunal order
 - Enforcing a tribunal order
 - Commencing recovery action in relation to any debt owed that occurred during my tenancy.
4. I have been informed, understand and agree that should this application **not be accepted**, the **agent is not required or obligated to disclose why** or supply any reason for the rejection of this application unless the application is declined as a result of their name being listed with a tenancy data base.
5. I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any Tenancy Data Base they use, subject to the Tenancy Data Base complying with the provisions of the Privacy Act.
6. I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base they use and that the agent will supply these contacts should I request them.

Applicant's Name: _____

Applicant's Signature: _____

Date: _____

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PET APPLICATION FORM

Property: _____

Applicants: _____

We request the landlord's permission to keep a pet as detailed below, on the premises:

Type: _____

Size: _____

Colour: _____

Baby /Teenager/Adult/ Elderly (circle one)

Pets Name/s _____

I/we agree to comply with the following conditions:

- To keep the yard clean and free from animal droppings
- That, in the event of any fleas being present as a result of the animal, we will arrange for fleet fumigation of the property prior to vacate in the premise
- We will repair any damage to the premise caused by the animal
- Other than any pets listed above and approved by the owner we will not keep any other animals of any kind on the rental premises, (even on short-term or temporary basis)
- We agree that this agreement is only for the specific pet's described above and we will not harbour, substitute or 'pet-sit' any other pet, and we will remove any of our pets offspring within 45 days of birth (should this occur).
- We agree to abide by all laws, licensing and health requirements regarding pets, including vaccinations
- The pet shall not cause any nuisance or disturbance to neighbours. We agreed to do whatever is necessary to keep our pet for making noise that would annoy others, and we will take steps to immediately rectified complaints made by neighbours or other tenants

We understand that failure to comply with these terms shall give the owner the right to vote permission to keep the pet, and is also grounds for further action

Pet references

The agency has permission to call any/all of these listed to verify the information given in this application.

Veterinarian: _____

Address: _____

Phone: _____

Your Previous Residence

Landlord/Agent: _____

Address: _____

Phone: _____

Pets Emergency Caretaker

Name: _____

Address: _____

Phone: _____

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RENTAL REFERENCE REQUEST

To be completed by current or previous Landlord or Agent

Tenants Names: _____

Residential address of property previously rented: _____

Could you please take the time to complete the following and email back to rentals@amatorealestate.com.au together with a rental ledger

Were the above tenant/s listed on the lease? Yes/No

Were there any other persons living on the premises other than those listed on the lease?

When did the tenancy commence and how long was the tenancy?

What was the weekly rent of the property? _____

Was rent paid on time and were any termination notices issued for rent? _____

Was a reason given for rental arrears? _____

When inspections were carried out, was there anything that needed to be rectified?

Were any other termination notices served during the tenancy? _____

Were the lawns and gardens well maintained? Yes/ No

Were the tenants considerate to the neighbours? Yes/No

Did the tenants have any pets? Yes/No

Was any damage caused by the pets? Yes/No

Have the tenants vacated? Yes/No

If yes was the bond refunded in full? Yes/No

If no what was claimed from the bond?

Would you rent to this tenant again? Yes/No

Additional comments:

Name of Manager: _____ Signature: _____ Date: _____