



PH: 0431 026 838. Email: admin@harpermanagement.com.au

Thank you for choosing an Harper on Hamilton Chermside Apartment . Please complete the application thoroughly so we can process it as quickly as possible.

Please note the following important points:

1. Your application will not be processed if this form is not fully completed, signed and identification documents attached. A deposit of 2 weeks rent will be required if your application is successful.
2. Rent is paid on a fortnightly or 4 weekly basis, by direct debit from a bank account.
3. This application must be accompanied with a copy of your driver's license or passport for identification purposes. You must also provide documents to reach 100 points in total.
4. A separate application form is required for each applicant over 18 years of age.
5. If the application is approved, you will be required to provide either a bank cheque, money order or transfer funds electronically for the rental bond and the first 2 weeks rent.
6. Photocopying can be provided at a cost of 50 cents per page.

Rental Property:

Property Address: _____

Tenancy Requirements:

Length of Tenancy: _____ Rent (Per Week)\$ _____ Commencement Date: _____

No. of Occupants who will live in unit: _____ No. of Children (If any) _____

Pets: (If any) _____

Applicant's Details:

Name: _____ Email: _____

Address: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

Date of Birth: _____ Drivers License Number: _____ State of Issue: _____

Alternate Name: _____ Passport Number: _____ Country of Issue: _____

Car Registration: _____ Car Model & Color: _____



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Emergency Contact Details:

Name: _____ Relationship: _____ Contact Phone: _____

By signing this application form, I warrant that I am authorized to make this application and to provide the consents, acknowledgements, authorizations and other undertakings set out in this application form on behalf of all Applicants in this application form.

Applicant's Signature: _____ **Date:** _____

Current Rental Details:

Address: _____ Current rent (per week) \$ _____

How long have you lived there? _____ Reason for leaving: _____

Agency/Landlord: _____ Property Manger: _____ Ph: _____

Email:

Previous Rental Details:

Address: _____ Current rent (per week) \$ _____

How long have you lived there? _____ Reason for leaving: _____

Agency/Landlord: _____ Property Manager: _____ Ph: _____

Current and Previous Rental Details:

1. Has your tenancy ever been terminated by a Landlord or Agent? YES / NO
If yes give details: _____

2. Have you ever been refused a property by any Landlord or Agent? YES / NO
If yes give details: _____

3. Are you in debt to another Landlord or Agent? YES / NO
If yes give details: _____

4. Have any deductions ever been made from your rental bond? YES / NO
If yes give details: _____

5. Is there any reason known to you that would affect your future rental payments? YES/NO
If yes give details: _____

6. I acknowledge that the Landlord and the Landlord's Agent will rely on the truth of the above answers in assessing the application for tenancy.



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Current Employment:

Applicants must provide their 2 most recent pay slips or Centrelink Statements or if Self Employed applicants must provide a BAS Statement. Students must provide a current Bank Statement showing their Full Name; to prove they can afford the rental payments.

Occupation: _____ Current Employer: _____

Contact Manager: _____ Contact's Work Ph: _____ Your Position: _____

Length of Employment: _____ Weekly Income (after tax) \$ _____ Full/Part Time, casual? _____

Are you a student? YES / NO **Are you studying General English? YES / NO**

If Yes, Uni/College: _____ Course Name: _____

Length of Course: _____ International Students - Visa Duration: _____

Personal / Business References: (not relatives)

Name: _____ Occupation: _____ Work Ph: _____

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Confirmation

I confirm the following:

1. I acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
2. I consent to the information provided in this application being verified and a reference check on TICA.

Statement of Costs:

The following amounts will be required to be paid prior to the commencement of the lease. A rental bond of 4 weeks plus the first 2 weeks rent.

A reservation fee is required for which the following conditions apply:

1. The Reservation Fee is equivalent to one week's rent to reserve the premises in favour of you for a period of seven days.
2. That during this period, the premises will not be reserved for any other Applicant, nor will a Reservation Fee be received from any other Applicant.
3. That should the Landlord decline the application, the Reservation Fee will be refunded to the Applicant in full.
4. That should the Landlord accept this application, the Reservation Fee will be paid towards the initial rent for the premises.
5. That should the Applicant decide not to proceed, the Landlord may retain so much of the Reservation Fee as equal to the amount of rent that would have been paid during the period the premises were reserved but shall refund that remainder (if any) of the Reservation Fee to the Applicant on a pro-rata basis.
6. That there is a cooling off period of 72 hours once the Reservation Fee has been paid by the Applicant in which the full Reservation Fee is refunded.



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Harper Management (QLD) Pty Ltd, acting for the Landlord of the premises, acknowledges receipt of the above application and the accompanying Reservation Fee and agree:

1. To reserve the premises for the period in accordance with the conditions above stated.
2. To notify the Applicant within the reservation period whether or not the Applicant has been approved.
3. If the Applicant has been approved, to prepare a Residential Tenancy Agreement for the premises.

Applicant Signature: _____ Date: _____

100 POINT IDENTIFICATION

Section 1:

Driver's License	30
Passport	30
Proof of Age Card	30
Birth Certificate	20

Section 2 APPLICANTS MUST PROVIDE:

Current wage advice	No Points
Bank Statement (Students)	No Points
Letter of Income support, including contact Details from your provider	No Points
If new job, letter of confirmation of Employment, including salary details	No Points
Other proof of income to be approved by Manager or BAS Statement	No Points

Applicants may provide any of the following:

Previous written Tenancy Reference	20
Previous 4 rent receipts	20
Tenancy History Ledger	20
Rental Bond Receipt	20
Tenancy Agreement	20
Other photo ID	15
Motor vehicle registration	15
Telephone account	15
Utility account	15
Other Bill/Statement	15
Pension Card	15
Council or Water Rates	15
Health Care Card	15
Medicare Card	15

Total Points _____



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PRIVACY STATEMENT	<p>The Agent collects and uses personal information obtained from you as the Applicant to provide the services required by the Lessor or on their behalf. You as Applicant agree the Agent may collect, use and disclose your personal information in accordance with and subject to the Privacy Act 1988 (CTH) to third parties as required for legislative and regulatory requirements. Without provision of certain information, the Agent may not be able to act effectively or at all on the Lessor's behalf. The Applicant has the right to request the Agent to provide details of such information and also correct any inaccurate or out of date information.</p> <p>Signed By The Applicant:.....</p> <p>Print Name:..... Date:.....</p> <p>Signed By The Agent:..... Date:.....</p>
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