



LJ Hooker

Tenancy Application Form

Property Address:

-  03 6238 4800
-  03 6238 4858
-  119 Harrington Street
Hobart, Tas 7000
-  hobart@ljh.com.au
-  hobart.ljhooker.com.au
-  facebook.com/LJHookerHobart

Your LJ Hooker
Property Management
Contact Details

LJ Hooker Hobart

Tenancy Application Checklist

All applicants over 18 years of age will need to submit an application form and sign each section of the application.

Identification

You will need to provide two of the following.

- Drivers license
- Passport

Credit Check

For each applicant.

- A credit check from Tasmanian Collection Service (TAS) or veda advantage - www.mycreditfile.com.au (Mainland)

References

For each applicant we will require two professional references

- Professional reference one
- Professional reference two

Proof of income

You will need to provide one of the following.

- Three current pay slips
- Bank statement
- A letter from your employer stating income position and length of employment
- A letter from your accountant if self employed
- Centrelink statement

Processing of Applications

Please keep in mind that the processing of applications involves checking numerous references. It is in your best interest to provide business hours contact details for all references. When we have completed checking your references the application will then be discussed with the Landlord. The Landlord may take time to deliberate the decision. We will contact you to advise if your application is successful. Your application is regarded as a confidential document. If your application has been unsuccessful it will be destroyed. Please advise our office if you wish to be considered for alternative properties.

Bond and Ongoing Rental Payments

The security bond must be paid on or before the lease commencement date. On going rent is to be paid via EFT, cash or personal cheques.



F. CONTACTS/REFERENCES

17. Please provide one contact in case of emergency

Surname	Given names
Relationship to you	Contact number
Address	Email

18. Please provide two professional references (not related to you)

Surname	Given names
Relationship to you	Contact number
Surname	Given names
Relationship to you	Contact number

H. IDENTIFICATION

100 Points of identification is required in order to process your application.

MUST PROVIDE:

Drivers License/Passport	40 points
Evidence of income	20 points

ADDITIONAL:

Other photo ID	40 points
Current utility bills	30 points
Bank Statement	20 points
Medicare/Bank card	20 points
Mobile phone bill	10 points
Concession/Pension card	10 points

Total points provided

I. DECLARATION

I hereby offer to rent the property from the owner under lease to be prepared by the Agent. Should this application be accepted by the Landlord I agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in this application (including the previous pages) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

- I also authorise the Agent to obtain personal information about me from:
- The owner or the Agent of my current or previous residence.
 - My personal referees for this application and current and past employer/s
 - Any person who maintains any record, listing or database for defaults by tenants and I authorise and consent to each of those persons providing requested personal information about me to the Agent.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to the tenancy default database, and to agents / landlord of properties I may apply for in the future.

- I am aware that the Agent will use and disclose my personal information within the application in order to:
- Communicate with referees, employees, landlords, third party operators of tenancy reference database, other agents and select a tenant.
 - Communicate with the owner and select a tenant.
 - Prepare lease/tenancy documents.
 - Allow tradespeople or equivalent organizations to contact me.
 - Lodge / claim / transfer to/from a Bond Authority.
 - Refer to tribunals / Courts and Statutory Authorities where applicable.
 - Refer to collection agents / lawyers where applicable.
 - Complete a credit check with TICA.
 - Conduct a Colony 47 background check.
 - Transfer water account details into my name.

I am aware that if the information is not provided or I do not consent to the uses to which personal information is put, the Agent can not provide me with the lease/tenancy of the premises.

Applicant's full name:

Applicant's signature:

Digital signature or typed name is acceptable for forms submitted digitally

Date:

A. AGENT DETAILS

LJ Hooker Hobart

Office Address: 119 Harrington Street, Hobart
TAS 7000

Phone: (03) 6238 4800

Fax: (03) 6238 4858

Property Manager:

