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APPLICATION FOR RESIDENTIAL TENANCY FORM

1. The property must be viewed by the applicants in the presence of a Newman Realty Property Manager prior to the application being lodged.
2. The application for Residential tenancy is to be completed in full and signed by all applicants on all the pages. The next of kin needs to be someone other than you co-applicant eg family member, friend, work colleague
3. The application must be lodged with all of the following:
 - Two items of identification for each applicant eg Driver's license, passport, birth certificate, Medicare card. Please note one must be PHOTO ID and our office can make copies if needed when the application is submitted.**
 - Bank Statement, tax return and ABN number for those who are self-employed eg sub contractor/own business.**
 - Three most recent pay slips. If it's a new job please provide with a letter showing your pay you will receive and if you own your own business, please provide BAS Statements**
 - Students/unemployed –Centrelink statement, bank statement and guarantor information if applicable**
 - A copy of your Residency Visa if applicable**
4. If your application is accepted, you will be required to sign your Tenancy Agreement within 48 hours and pay at least 2 weeks rent within 24 hours.
5. Moving in costs – Bond is equivalent to four (4) weeks rent and additional \$260 if a pet has been accepted plus 2 weeks rent in advance paid within 24 hours of application being accepted.
6. Please note the processing of your Bond is now done online. Once the bond is paid, within 7 days, you will receive an email and text from the Bond Administrator asking you to confirm the bond details. It is important you acknowledge the email once received as this may affect the return of your bond money. If you do not have an email, a Bond Lodgement form will need to be filled out instead.

ADDRESS APPLYING FOR: _____

MOVE IN DATE - _____ LEASE PERIOD - _____

RENT OFFER - _____

ADULTS - _____

CHILDREN - _____ AGE/S - _____

PETS – YES/NO.

IF YES, HOW MANY, TYPE OF ANIMAL AND AGE/S? _____
