



Karen Stehr
PROPERTY

Rental Application Form

INFORMATION STATEMENT

Please read in full and sign your approval and acknowledgement

Karen Stehr Property is an independently owned and operated business bound by National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlord, your employer and your referees. Your consent to us collecting this information is set out below. We may disclose personal information about you to the owner of the property to which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and landlord insurers.

We may also send personal information about you to the owners of any other properties at your request. You have the right to access any personal information that we hold about you by contacting Karen Stehr. If you do not complete this form or do not sign the consent below, your application for a residential tenancy will not be considered.

We will disclose your tenancy information to any defaulting tenant database used by this agency as part of the normal processing of your tenancy application.

I, the applicant, acknowledge that I have read and understood the above. I authorise Karen Stehr Property to collect information about me from:

1. My previous Agent / Landlord
2. My personal and business referees
3. My employer
4. Any tenancy defaulting database which may contain personal information about me

I authorise Karen Stehr Property to disclose details about any defaults by me under the tenancy to which this application relates to any tenancy database to which it subscribes including Tenancy Information Centre Australasia (TICA), National Tenancy Database (NTD) and or Trading Reference Australia (TRA).

I authorise the Agent to disclose the personal information collected about me to the owner of the property even if the owner is a resident outside Australia and to any third parties – valuers, contractors, sales people, insurance companies, body corporate other real estate Agents and tenancy default databases.

I acknowledge that this application is subject to the approval of the owner. I declare that all information contained in this application is true and correct and given of my own free will. I declare that I have inspected the premises and am satisfied with the current condition and cleanliness of the property.

I acknowledge all information provided on this application to be true and correct.

Karen Stehr Property and the applicant hereby agree that upon application approval, payment of one weeks rent is to be paid. Prior to occupancy a further one weeks rent is to be paid and a bond equivalent to four weeks rent is to be paid in cleared funds.



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Identification Required

APPLICATIONS WILL NOT BE PROCESSED WITHOUT 100 POINTS OF IDENTIFICATION

DRIVERS LICENSE	40 POINTS	MEDICARE CARD	20 POINTS
PASSPORT	40 POINTS	BANK DEBIT / CREDIT CARD	20 POINTS
OTHER PHOTO I.D.	20 POINTS	BANK STATEMENT	20 POINTS
PAY SLIP / WAGE ADVICE	30 POINTS	TELEPHONE ACCOUNT	20 POINTS
PREVIOUS TENANCY REF.	20 POINTS	ELECTRICITY ACCOUNT	20 POINTS
PREVIOUS RENT LEDGER	20 POINTS	GAS ACCOUNT	20 POINTS

Please take note of the following application guidelines to ensure a quick review of your application;

1. Applications are processed Monday to Friday only
2. Applications will not be processed without full proof of income
3. Please allow 24 hours for us to complete the application process
4. Our agency is a member of TICA. All applications will be checked through TICA
5. All applications are referred to the owner of the property and the owners decision is considered final
6. Should your application be successful a deposit of the first weeks rent is required within 24 hours
7. The property applied for will not be removed from our available list until the deposit is paid and the lease agreement has been signed by all parties
8. All payments must be cleared funds by bank order or bank cheque or direct deposit into Karen Stehr Property Trust Account. NO CASH RECEIVED or personal cheques
9. On applying for this property – NO CASH PAYMENTS for rent will be received. All payments are through the bank, online banking, direct debit or mail of cheque payments to PO Box 141, Mooloolaba 4557. Prior to occupying, a bond equivalent to 4 weeks rent PLUS 2 weeks rent in advance must be paid in full.
10. Karen Stehr Property do not accept bond transfers
11. Should you be approved, a " lease sign up" must be booked to fully discuss the tenancy lease documentation. Please allow 30 minutes to complete
12. Should you be approved for the property and pay the required deposit of the first weeks rent and then change your mind – the deposit is NON REFUNDABLE
13. Completion of this application is NOT considered acceptance or approval of occupancy

I have read and understand the above terms and conditions in the Information Statement and Identification Guidelines;

TENANT 1

Print Name & Sign: _____

TENANT 2

Print Name & Sign: _____

TENANT 3

Print Name & Sign: _____