

## PROSPECTIVE TENANT APPLICATION FORM

|                                                             |                |                                                        |                    |
|-------------------------------------------------------------|----------------|--------------------------------------------------------|--------------------|
| <input type="checkbox"/> <b>The Melbourne Residences</b>    |                | <input type="checkbox"/> <b>St Julien Residences</b>   |                    |
| <input type="checkbox"/> <b>Oxley + Stirling Residences</b> |                | <input type="checkbox"/> <b>Botanica Residences</b>    |                    |
| <input type="checkbox"/> <b>Valencia Residences</b>         |                | <input type="checkbox"/> <b>The Drapery Residences</b> |                    |
| <input type="checkbox"/> <b>Amira Residences</b>            |                |                                                        |                    |
| Preferred Lease Term (min. 6 months) _____                  |                |                                                        | Ideal Move in Date |
| Apartment Number                                            | Weekly Rent \$ | Bond \$                                                |                    |

| INSPECTION CONFIRMATION |                                                                                          |                                                                     |  |
|-------------------------|------------------------------------------------------------------------------------------|---------------------------------------------------------------------|--|
| I confirm I have:       | <input type="checkbox"/> Inspected the display floor                                     | <input type="checkbox"/> Inspected the apartment I have applied for |  |
|                         | <input type="checkbox"/> Not inspected but would like to                                 | <input type="checkbox"/> Have not inspected but am booked in to     |  |
|                         | <input type="checkbox"/> Am not able to inspect but would like my application to proceed |                                                                     |  |

**Before you complete your application please remember:**

- An inspection of the apartment is recommended
- One application is required per person
- ARIA Living will contact you within 24-48 business hours after the application has been received.
- If the application is approved by ARIA Living and the Landlord/s the General Tenancy Agreement is to be signed by all approved leaseholders within 24 hours.

**Before you submit your application:**

- Have all pages been completed?
- Has each applicant filled out a separate application form?
- Have you provided 3 forms of supporting documents, as per below?
- Have you signed the Authority & Privacy Disclaimer on Page 3?

**To submit your application:**

- Email completed form & supporting documents to **rentals@arialiving.com.au**
- Hand deliver completed application to the on-site management office in the lobby of the appropriate Aria building. The on-site management offices are open Monday - Friday from 8am to 5pm

**One of EACH of the below items MUST be provided when handing in the completed application form.**

*If anything is missing the processing of your application will be delayed until a completed application is received.*

| ITEM                                     | OPTION 1                    | OPTION 2                                   | OPTION 3                                          | <i>Office Use Only</i> |
|------------------------------------------|-----------------------------|--------------------------------------------|---------------------------------------------------|------------------------|
| Photo ID                                 | Current Driver's License    | Current Passport                           | Current 18+ Card                                  |                        |
| Confirmation of Employment               | 3 most recent pay slips     | Bank statement showing income deposited    | Offer of Employment/ Government Income Statement  |                        |
| Confirmation of Current Address          | Most recent gas bill        | Most recent electricity bill               | Current Tenancy Agreement                         |                        |
| Confirmation of regular housing payments | 3 most recent rent receipts | Tenant ledger from agent or bank statement | Most recent local council rates notice (if owned) |                        |

| APPLICANT INFORMATION                                                      |                                                                                   |                                                                            |        |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------|
| Name:                                                                      |                                                                                   |                                                                            |        |
| No. of people residing:                                                    | Date of birth:                                                                    | Phone:                                                                     |        |
| Email:                                                                     |                                                                                   |                                                                            |        |
| Car Registration:                                                          | Driver's License:                                                                 | Passport/18+ No:                                                           |        |
| No. of vehicles to be kept onsite:                                         | Are all cars registered? Yes <input type="checkbox"/> No <input type="checkbox"/> | Are you a smoker? Yes <input type="checkbox"/> No <input type="checkbox"/> |        |
| Do you have pets? Yes <input type="checkbox"/> No <input type="checkbox"/> | If Yes, How Many?                                                                 | Type?                                                                      | Breed? |

| ACCOMMODATION INFORMATION (CURRENT & PREVIOUS)             |                         |                      |  |
|------------------------------------------------------------|-------------------------|----------------------|--|
| Current address:                                           |                         |                      |  |
| City:                                                      | State:                  | Post Code:           |  |
| Own <input type="checkbox"/> Rent <input type="checkbox"/> | Weekly payment or rent: | Period of Occupancy: |  |
| Name of Agent or Landlord:                                 |                         |                      |  |
| Agent or Landlord                                          | Email:                  | Phone:               |  |
| Previous address:                                          |                         |                      |  |
| City:                                                      | State:                  | Post Code:           |  |
| Own <input type="checkbox"/> Rent <input type="checkbox"/> | Weekly payment or rent: | Period of Occupancy: |  |
| Name of Agent or Landlord:                                 |                         |                      |  |
| Agent or Landlord                                          | Email:                  | Phone:               |  |

| EMERGENCY CONTACT                       |        |            |        |
|-----------------------------------------|--------|------------|--------|
| Name of a person not residing with you: |        |            |        |
| Address:                                |        |            |        |
| City:                                   | State: | Post Code: | Phone: |
| Relationship:                           | Email: |            |        |

| EMPLOYMENT INFORMATION                                                                                                       |                                     |                    |                       |
|------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------|-----------------------|
| Current employer:                                                                                                            |                                     |                    |                       |
| Employer address:                                                                                                            |                                     |                    | Period of Employment: |
| Phone:                                                                                                                       | Manager/HR E-mail:                  |                    |                       |
| City:                                                                                                                        | State:                              | Post Code:         |                       |
| Position:                                                                                                                    | Weekly Wage:                        | Annual income:     |                       |
| Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual <input type="checkbox"/> (      Hours per week) | Student <input type="checkbox"/> \$ | Per Week/Fortnight |                       |
| Self Employed <input type="checkbox"/> Name of Business                                                                      | Wage \$                             |                    |                       |
| Business Address                                                                                                             |                                     |                    | ABN:                  |
| City:                                                                                                                        | State:                              | Post Code:         |                       |
| How Long Established?                                                                                                        | Accountant Name :                   | Accountant Phone:  |                       |
| Other Income <input type="checkbox"/> (ie: Savings, Investments)                                                             |                                     |                    | Other Income \$       |

| PROFESSIONAL REFERENCES – Not a family member or friend |        |        |
|---------------------------------------------------------|--------|--------|
| Name of a person not residing with you:                 |        |        |
| Relationship:                                           | Phone: | Email: |
| Name of a person not residing with you:                 |        |        |
| Relationship:                                           | Phone: | Email: |
| Name of a person not residing with you:                 |        |        |
| Relationship:                                           | Phone: | Email: |

|                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------|
| <b>HOW DID YOU FIND OUT ABOUT ARIA LIVING?</b>                                                                                |
| Building Sign <input type="checkbox"/> Internet <input type="checkbox"/> Recommendation <input type="checkbox"/> Other: _____ |
| <b>HAVE YOU EVER BEEN EVICTED, OR ARE YOU IN DEBT TO ANOTHER OWNER/AGENT?</b>                                                 |
| Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please give details: _____                                   |
| <b>WOULD YOU BE INTERESTED IN EXTRA STORAGE AT A COST FROM \$20 PER WEEK? (Subject to availability)</b>                       |
| Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                      |
| <b>DO YOU HAVE CONTENTS INSURANCE?</b>                                                                                        |
| Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please give details: _____                                   |
| If no, please be aware it is recommended to obtain your own contents insurance                                                |

**AUTHORITY & PRIVACY DISCLAIMER**

It is agreed that acceptance of this application is subject to a satisfactory report as to the tenants' credit worthiness. I understand that you as the agent are bound by the Privacy Act and the Australian Privacy Principles and authority.

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the landlord accept this application I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the owner/landlord. 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 not bankrupt. I authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future. I am aware that the Agent will use and disclose my personal information to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with TICA (Tenancy Information Centre Australia) and NTD (National Tenancy Database)

The personal information you provide in this application or collected by us from other sources is necessary for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of your tenancy, if your application is successful, may be disclosed for the purpose for which it was collected to other parties including the Landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the Landlord. If you enter into a Residential Tenancy Agreement, and you fail to comply with your obligations under that Agreement, that fact and other relevant personal information collected during the course of your tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your Property Manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is not provided by you, we may not be able to process your application and manage your tenancy.

Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

**THE MELBOURNE RESIDENCES** | 111 MELBOURNE STREET, SOUTH BRISBANE QLD 4101 | PHONE 0499 090 886 | EMAIL MANAGER@THEMELBOURNERESIDENCES.COM.AU

**BOTANICA RESIDENCES** | 4 EDMONDSTONE STREET, SOUTH BRISBANE QLD 4101 | PHONE 0478 500 199 | EMAIL ADMIN@BOTANICARESIDENCES.COM.AU

**ST JULIEN RESIDENCES** | 234 VULTURE STREET, SOUTH BRISBANE QLD 4101 | TELEPHONE 0419 471 137 | EMAIL MANAGER@STJULIENRESIDENCES.COM.AU

**OXLEY + STIRLING RESIDENCES** | 9 CHRISTIE STREET, SOUTH BRISBANE QLD 4101 | PHONE 0499 030 343 | EMAIL MANAGER@OXLEYANDSTIRLINGRESIDENCES.COM.AU

**VALENCIA RESIDENCES** | 232 WELLINGTON ROAD, KANGAROO POINT QLD 4169 | PHONE 0402 616 948 | EMAIL MANAGER@VALENCIARESIDENCES.COM.AU

**THE DRAPERY RESIDENCES** | 62 LOGAN ROAD, WOOLLOONGABBA QLD 4102 | PHONE 0411 331 497 | EMAIL MANAGER@THEDRAPERYRESIDENCES.COM.AU

**AMIRA RESIDENCES** | 5 WATERLOO STREET, EAST BRISBANE QLD 4169 | PHONE 0413 698 287 | EMAIL MANAGER@AMIRARESIDENCES.COM.AU