Derwent REAL ESTATE

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Residential Rental Application

Complete this form in a PDF reader and save your own copy, or print it and write clearly. Ask your property manager how to return the form and supporting documents securely.

Property confirmation

Property address

Weekly rent ($)

Bond ($)

Preferred start (DD/MM/YYYY)

Preferred lease term

Lease term options: 6 months, 12 months, 24 months or other.

☐ I confirm this is the property I am applying for.

Applicant details

Full legal name

Preferred name

Date of birth (DD/MM/YYYY)

Mobile

Email

Current address

Relationship to others applying

Household and occupants

Adults

Children

Children's ages

☐ There are additional adult occupants who are not applying.

Additional adult occupant names

Intended occupants

Name	Age	Relationship

If you need more room, add a page with the applicant name, property address and section name.

Address history and emergency contact

Address history

List at least two years of addresses, most recent first. Write “Present” if you still live there. For living arrangement, enter rented, owned, boarded, family or other. Add a page if you need more space.

Address 1

Address

Living arrangement

From (DD/MM/YYYY)

To (DD/MM/YYYY or Present)

Rent per week ($)

Landlord / owner name

Agency / business

Landlord contact phone

Landlord contact email

Address 2

Address

Living arrangement

From (DD/MM/YYYY)

To (DD/MM/YYYY or Present)

Rent per week ($)

Landlord / owner name

Agency / business

Landlord contact phone

Landlord contact email

Address 3

Address

Living arrangement

From (DD/MM/YYYY)

To (DD/MM/YYYY or Present)

Rent per week ($)

Landlord / owner name

Agency / business

Landlord contact phone

Landlord contact email

Emergency contact

Name

Relationship

Phone

Email

Address

Employment and references

Employment and income

Employment status options: employed, self-employed, unemployed, student, retired, Centrelink or other. Income frequency options: weekly, fortnightly, monthly, annual or other.

Employment status

Employment type

Employer name

Length of employment

Employer contact name

Employer phone

Employer email

Income amount ($)

Income frequency

Income source

Rental reference

Referee type options: agency, private landlord or unavailable. If unavailable, explain why below.

Referee type

Referee name

Agency / company

Referee mobile

Referee email

Related rental address

Relationship to you

Reason a rental reference is unavailable

Personal references

Provide one or two people who can speak to your character. Space for a third is available if needed.

Reference 1 name

Relationship

Years known

Phone

Email

Reference 2 name

Relationship

Years known

Phone

Email

Reference 3 name

Relationship

Years known

Phone

Email

Pets and supporting documents

Pets

If there will be pets at the property, give details below. Animal types: dog, cat, bird, reptile or other.

☐ There will be pets at the property.

Pet 1

Pet name | Animal type | Breed | Age

Indoor / outdoor | Comments

Pet 2

Pet name | Animal type | Breed | Age

Indoor / outdoor | Comments

Pet 3

Pet name | Animal type | Breed | Age

Indoor / outdoor | Comments

Pet 4

Pet name | Animal type | Breed | Age

Indoor / outdoor | Comments

100 points of ID

Use different documents to reach at least 100 points. List each document and its points below.

70 points	Current Australian passport or full Australian birth certificate
40 points	Australian photo driver licence or government-issued proof-of-age card with photo
20 points	Medicare card, current tenancy agreement or utility bill less than 12 months old

A driver licence (40), Medicare card (20), tenancy agreement (20) and utility bill (20) total 100 points.

Total ID points provided

Need help reaching 100 points? Contact us.

ID documents you are providing

Income documents

Examples include payslips, Centrelink statements, 30 days of bank statements or other income verification.

Income documents you are providing

Provide supporting files separately using the secure method your property manager gives you.

Financial details and consent

Credit report

Each applicant must obtain and submit their own Personal Information Record (PIR) from Tasmanian Collection Service. Interstate applicants may instead submit a credit report they obtain from Equifax.

Financial position

Funding options: salary or wages, self-employment income, savings, Centrelink or pension, family support or other. Cash reserve options: less than 1 month, 1-3 months, 3-6 months, or 6+ months.

Primary funding source for rent

Estimated net monthly income ($)

How long cash reserves would last

Additional financial comments

- [ ] I declare I am not currently insolvent or bankrupt.

Introduction

Tell the owner a little about yourself and why you would be a great tenant.

Your introduction

Consent and privacy

- [ ] I consent to my references and supplied information being verified.
- [ ] I have read and accept the privacy notice.

Read the Derwent Real Estate privacy policy
derwentrealestate.com.au/privacy-policy

Review and sign

Review all sections before signing.

- [ ] I understand 2 weeks rent plus 4 weeks bond is required to secure the property.
- [ ] I understand this application is subject to review and approval.

Applicant signature (type or sign by hand)

Date signed (DD/MM/YYYY)