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**C & R Realty International**

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# C & R Realty International

Licensed Real Estate, Migration Consultant and Mortgage Loans

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## **Tenancy Application Supporting Document Check List**

1. Completed Application Form;
2. A copy of signed Terms and Condition of Tenancy Application
3. A copy of Photo Identity (any 2 documents)
  - a. Current Driving License;
  - b. Current Passport;
  - c. Proof of age card (18+)
  - d. Birth Certificate
4. A copy of Previous tenancy record (1 document)
  - a. Tenant ledger from other Real Estate Agent
  - b. Rent receipts for the last 3 months from a landlord
  - c. Reference letter from your previous landlord or agent

\*if you are not living in your own premise, please provide a copy of water rate or council rate under your name with residential address.

5. Copies of Financial Documents
  - a. Pay slip not older than 2 months; and
  - b. Bank statements not older than 1 month; and
  - c. Paid bills under your name of the following suppliers
    - i. Telephone account;
    - ii. Gas account;
    - iii. Electricity account

Please know that your application will not be processed unless sufficient supporting documents have been received from you.

C & R office will not help with photo copy of your supporting document. Please make sure you submit the photo copy not the original.

If you submit original document to C & R office, we do not have the responsibility to return the original copy to you.

Terms of Application

Applicant Agrees

The Applicant agrees that:

- (1) They have inspected the Premises in Item B(1) on the application form and accept its condition.
- (2) The applicant will sign the Tenancy Application forthwith upon presentation of the same by the Agent.
- (3) This Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties.
- (4) They understand that the agent/landlord is not required to give an explanation to the applicant for any application not approved.
- (5) On acceptance of this application for tenancy by the landlord being notified to the applicant, verbally or in writing, the applicant will rent the Premises from the landlord under a Tenancy Agreement drawn up by the Agent and, upon the signing of the Tenancy Agreement, pay the bond and rent amounts in Item (J) by a method acceptable to the Agent. Such payments to be cleared funds prior to occupancy.

Applicant’s Personal Information Consent

I....., the Applicant, give my consent for..... to make enquiries to verify the information I have provided to the Agent in this Tenancy Application (in accordance with the Privacy Act 1988 (CTH) with relevant tenancy databases including databases of my pervious Letting Agents.

Applicant’s Signature: .....

Date: ...../...../.....