

For your application to be processed in a timely manner you must answer all questions and provide copies of all requested documentation. If there is more than one applicant, a separate application is required for each applicant. Failure to provide all requested information may delay your application

We request all our tenants to pay fees or rent by direct debit/credit from a nominated bank account.

If you prefer another method, please advise in writing.

HAMPSHIRE PROPERTY GROUP PARK/VILLAGE DETAILS			
Park/Village Address:			
250 Canberra Avenue			
Symonston ACT		Postcode 2609	
Phone:			
(02) 6280 6176			
Email:			
info@southsidecanberra.com.au			
PROPERTY DETAILS			
Address of the property you want to apply for.			
			Postcode
Occupancy ☐ Lease ☐ Rent \$ per week			
Commencement date			
Day	Month	Year	
Term requested			
Months	Years		
How many people will occupy the property.			
Adults	Children	No of children under the age of 16 years	
Is this subject to assistance by Housing		Yes ☐	No ☐
Eligible for CRA (Commonwealth Rent Assistance)		Yes ☐	No ☐
Do you use Life support Equipment		Yes ☐	No ☐



PERSONAL DETAILS

Surname

Given Name/s

Date of Birth

Driver's Licence Number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Email address

What is your current address?

NSW

Postcode

APPLICANT'S HISTORY

How long have you lived at your current address?

Years

Months

Why are you leaving this address?

Landlord/Agent details of this property (if applicable).

Name of landlord or agent

Landlord/Agent phone no.

Weekly rent

\$

What was your previous residential address?



How long did you live at this address?

Years

Months

Property owner/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

Was bond refunded in full? If not, why?

EMPLOYMENT HISTORY.

Please provide your current employment details. (3 years)

What is your occupation?

What is the nature of your employment? (FULL TIME/PART TIME/ CASUAL)

Employer's name (inc. accountant if self-employed or institution if student)

Employer's address

Contact Name

Phone No.

Length of Employment Years

Months

Net Income

Please provide your previous employment details

Occupation

Employer's name

Length of employment Years

Months

Net Income



CONTACT / REFERENCES.

Please provide a nominated next of kin or contact in case of emergency

Surname

Given name/s

Relationship to you

Phone Number

Please provide 2 personal references (not related to you)

Postcode

Surname

Given name's

Relationship to you

Phone no.

Surname

Given name/s

Relationship to you

Phone No.

OTHER INFORMATION.

Car Registration

Car Make and Model

Please provide details of any Pets /Breed/ type

Council Registration number

PAYMENT DETAILS.

Property Rental

Per week

Per Month

Rental Bond (4 weeks rent)

\$

Payment in advance (2weeks)

\$

Subtotal

\$

Amount payable on signing this agreement.

\$

PLEASE PROVIDE US WITH 100 POINTS OF IDENTIFICATION

Before any application will be considered, each applicant must achieve a minimum of 100 check points of ID and provide **Proof of Income** –

- 3 x Pay Slips
- Current copy of Centrelink Income statement
- Current bank statement.

This information needs to be photocopied and submitted with the application.

Birth Certificate	40 points
Photo Driver's License	40 Points
Passport	40 Points
Credit Card	20 Points
Phone, Electricity or Gas Account	20 Points
Medicare Card	20 Points

ACKNOWLEDGEMENT & DECLARATION.

IT IS HEREBY ACKNOWLEDGED THAT:

The Applicant, when approved, will pay by direct debit/credit from a nominated bank account. If you prefer another method, please advise in writing

APPLICANTS DECLARATION:

- I am of legal capacity (18 years of age or more) and declare 'I am not a bankrupt'.
- I hereby offer to rent the property from Hampshire Property Group Associated Entity under an occupancy or lease agreement to be prepared by the Resident Relations Team and I will sign an occupancy or lease agreement on the day and time nominated.
- I agree to pay the fees/rent when due and be always a fortnight in advance. I agree to pay all future fees/rent by an agreed method as offered by the Resident Relations Team.
- I have inspected the premises and I agree to sign a lease agreement in the same condition as inspected.
- I declare that with reasonable notice, I will allow the Park/Village manager access for routine inspections after the required notice as per the relevant State and Territories Legislation.

APPLICANT'S PRIVACY AUTHORITY: I authorise Hampshire Property Group Associated Entity to obtain and use personal information as to my suitability as an occupant/ tenant, from:

- (a) The owner or agent of my current or previous residence.
- (b) My personal referees and employer/s.
- (c) Any record, listing or database of defaults by tenants.
- (d) Courts & Statutory Authorities (such as police where applicable)



If I default under this rental agreement, I agree that the Resident Relations Team 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 Resident Relations Team will use and disclose my personal information to:

- (a) communicate with the owner and select a tenant
 - (b) prepare lease agreement / tenancy / occupancy documents
 - (c) allow tradespeople or equivalent organisations with contact details
 - (d) lodge, claim, transfer to or from The Rental Bond Board
 - (e) refer to Tribunals or Courts & Statutory Authorities (where applicable)
 - (f) refer to debt collection agents or lawyers (where applicable)
- I am aware that, if information is not provided or I do not consent to the use to which personal information is put, then the Resident Relations Team cannot provide me with the lease/tenancy of the premises this application refers to.

Not: The applicant acknowledges and consents to the Resident Relations Team verifying personal and employment references and tenant references. In accordance with the Hampshire Property Group Privacy Policy.

Applicant Signature

Date

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