



**COMMERCIAL INDUSTRIAL
Rental Application Form**

PROPERTY DETAILS

ADDRESS OF PROPERTY TO LEASE _____

DETAILED INTENDED USE OF PREMISES _____

REGISTERED BUSINESS/COMPANY/TRADING NAME _____

REGISTERED OFFICE ADDRESS _____

ABN NUMBER _____ ACN _____

EMAIL ADDRESS _____ YEARS TRADING _____

CURRENT BUSINESS ADDRESS _____ TERM _____

CURRENT AGENT/OWNER NAME _____

ADDRESS _____

CONTACT NUMBERS _____

REASON FOR LEAVING PREVIOUS PROPERTY _____

PREVIOUS TRADING EXPERIENCE/DETAILS

BUSINESS NAME _____ PHONE NUMBER _____

ADDRESS _____



**COMMERCIAL INDUSTRIAL
Rental Application Form**

PERSONAL / ALL DIRECTORS DETAILS (IF COMPANY) - PERSON 1

FULL NAME _____

RESIDENTIAL ADDRESS _____

EMAIL ADDRESS _____ DATE OF BIRTH _____

PHONE NUMBER _____ MOBILE NUMBER _____

CURRENT AGENT (OR OWNER) OR MORTGAGE DETAILS _____

PHONE NUMBER _____ EMAIL ADDRESS _____

EST. MARKET VALUE \$ _____ MONEY OWED \$ _____

PERSONAL / ALL DIRECTORS DETAILS (IF COMPANY) - PERSON 2

FULL NAME _____

RESIDENTIAL ADDRESS _____

EMAIL ADDRESS _____ DATE OF BIRTH _____

PHONE NUMBER _____ MOBILE NUMBER _____

CURRENT AGENT (OR OWNER) OR MORTGAGE DETAILS _____

PHONE NUMBER _____ EMAIL ADDRESS _____

EST. MARKET VALUE \$ _____ MONEY OWED \$ _____

STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION AS AT _____

BANK OF APPLICANT _____

ACCOUNT IN NAME OF _____

BRANCH LOCATION _____

TYPE OF ACCOUNT SAVING CHEQUE BOTH OTHER _____

LIABILITIES

OVERDRAFT \$ _____ CREDITORS AND BILLS PAYABLE \$ _____

MORTGAGE LOANS - ASSET CHARGES OWING TO:

1. _____

2. _____

3. _____

OTHER LIABILITIES (DETAILS) _____

TOTAL LIABILITIES \$ _____

ASSETS

BANK/TRADING A/C \$ _____ SAVINGS ACCOUNT \$ _____ BUILDING SOCIETY \$ _____

HOUSE/PROPERTY ADDRESS _____

RENTED OWNED

OTHER PROPERTY (INCOME IF FROM RENT) _____

FURNITURE & HOUSEHOLD EFFECTS \$ _____ OTHER ASSETS \$ _____

INVESTMENTS (DETAILS) _____

TOTAL ASSETS \$ _____ **SURPLUS OF ASSETS OVER LIABILITIES \$** _____

DECLARATION: I/WE _____

HEREBY DECLARE THE ABOVE INFORMATION TO BE TRUE AND ACCURATE IN EVERY RESPECT.

SIGNED _____ DATE _____

TRADE BUSINESS REFERENCES (NOT PERSONAL)

1. _____ PHONE _____

2. _____ PHONE _____

3. _____ PHONE _____

LEASE DETAILS

DATE YOU WISH LEASE TO COMMENCE _____ TERM OF LEASE _____

NET RENTAL PER ANNUM \$ _____

MAILING ADDRESS FOR ALL CORRESPONDENCE _____

CONTACT PERSON FOR RENT AND OUTGOINGS PAYMENTS FOR THE TERM OF THE LEASE:

NAME _____ PHONE _____

EMAIL _____

ESSENTIAL SERVICES CONNECTION POWERED BY BEEVO

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THIS IS A FREE SERVICE, PLEASE INDICATE YOUR PREFERENCE BELOW.

YES PLEASE HAVE BEEVO CONTACT ME
A REPRESENTATIVE WILL BE IN CONTACT WITH YOU WITHIN 24 HOURS TO DISCUSS YOUR REQUIREMENTS

NO I WILL MAKE MY OWN ARRANGEMENTS

PLEASE ATTACH COPIES OF THE FOLLOWING:

PHOTOCOPY OF CURRENT DRIVERS LICENSE OF ALL APPLICANTS

PHOTOCOPY OF CURRENT COUNCIL RATES NOTICE (IF YOU OWN YOUR PRINCIPLE PLACE OF RESIDENCE

PHOTOCOPY OF CURRENT BUSINESS TRADING OR TAX RETURN FINANCIAL DETAILS

DECLARATION

THE APPLICANT WARRANTS THAT THEY HAVE THOROUGHLY INSPECTED THE PREMISES THEY ARE APPLYING FOR AND AGREE TO LEASE THE PREMISES IN THE CONDITIONS AS INSPECTED.

BY SIGNING THIS APPLICATION, THE TENANT AGREES THAT THEY HAVE MADE THEIR OWN INVESTIGATIONS INTO THE SUITABILITY OF THE PREMISES AND CONFIRM THAT IT IS SUITABLE FOR THEIR REQUIREMENTS.

THE TENANT WILL NOT MAKE ANY DEMANDS ON THE LANDLORD FOR REPAIRS, MODIFICATIONS OR CHANGES TO THE PREMISES.

I/WE DECLARE THE DETAILS ON THIS APPLICATION ARE TRUE AND I/WE CONSENT TO AN INDEPENDENT REFERENCE AND TENANCY CHECK WILL BE OBTAINED PRIOR TO FINAL APPROVAL. I ACKNOWLEDGE THAT THIS PROPERTY IS OFFERED SUBJECT TO THE OWNERS APPROVAL AND VACANT POSSESSION AND NO ACTION SHALL BE TAKEN BY THE APPLICANT AGAINST EITHER THE LANDLORD OR AGENT SHOULD ANY CIRCUMSTANCES ARISE WHEREBY THE PROPERTY IS NOT AVAILABLE FOR OCCUPATION ON THE DUE DATE.

SIGNED _____ DATE _____

OFFICE USE ONLY: DOES THE LANDLORD REQUIRE A COMPANY/FINANCIAL SEARCH?	YES	NO
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PRIVACY ACT

THE PERSONAL INFORMATION THE PROSPECTIVE TENANT PROVIDES IN THIS APPLICATION OR THAT WHICH IS COLLECTED FROM OTHER SOURCES IS NECESSARY FOR THE AGENT TO VERIFY THE APPLICANTS IDENTITY AND TO PROCESS AND EVALUATE THE APPLICATION. THE PERSONAL INFORMATION COLLECTED ABOUT THE APPLICANT MAY BE DISCLOSED FOR THE PURPOSE FOR WHICH IT WAS COLLECTED, TO OTHER PARTIES, INCLUDING THE LANDLORD, REFEREES, FINANCIAL INSTITUTIONS, OTHER AGENTS, THIRD PARTY OPERATORS OF TENANCY REFERENCE DATABASES AND OTHER THIRD PARTIES AS REQUIRED BY LAW. INFORMATION ALREADY HELD ON TENANCY REFERENCE DATABASES MAY ALSO BE DISCLOSED TO THE AGENT AND/OR LANDLORD. THE AGENT MAY ALSO DISCLOSE INFORMATION TO OTHER PARTIES ON THE INTERNET.

THE AGENT WILL ONLY DISCLOSE INFORMATION IN THIS WAY TO OTHER PARTIES TO ACHIEVE THE PURPOSES SPECIFIED ABOVE OR AS OTHERWISE ALLOWED UNDER THE PRIVACY ACT 1988.

IF THE APPLICANT WOULD LIKE TO ACCESS HIS/HER PERSONAL INFORMATION HELD BY THE AGENT, THEY CAN DO SO BY CONTACTING THE AGENT AT THE ADDRESS AND CONTACT NUMBERS CONTAINED IN THE APPLICATION. THE APPLICANT CAN ALSO CORRECT THIS INFORMATION IF IT IS INACCURATE, INCOMPLETE OR OUT OF DATE.

IF THE INFORMATION IS NOT PROVIDED, THE AGENT MAY NOT BE ABLE TO PROCESS THE APPLICATION.

SIGNED _____ DATE _____