

## RESIDENTIAL TENANCY APPLICATION

Thank you for choosing Raine & Horne Wollongong. Please complete this application thoroughly so we can process it as quickly as possible. **Please note the following important points.**

1. This application must be accompanied by supporting documentation and identification as outlined in the application. **Without this your application WILL NOT be processed.**
2. All applicants **MUST** be over 18yrs of age. Therefore every person who will be living at the property over 18 must fill out an application.
3. Please have all identification photocopied and attached to the application ready to submit.  
**A photocopying service is available in the office at a charge of \$5.00.**
4. Ensure the application is signed where indicated and all areas are complete to avoid delays.

### PROPERTY DETAILS

What is the address of the property you would like to rent

Street

Suburb

### TENANCY DETAILS

Length of tenancy

(months)

Rent \$

per week

Commencement date

### OCCUPANCY DETAILS

Number of occupants that will live in this property

No. And ages of children (if any)

No of pets

Type/breed

### EACH OCCUPANT TO COMPLETE EACH SECTION

#### APPLICANT DETAILS – APPLICANT 1

Surname

First Name/s

Sex

Current address

Email address

Home phone

Work phone

Mobile phone

#### PERSONAL DETAILS – APPLICANT 1

Date of birth

Drivers Licence No

State issued Expiry

Passport Number

Country of Issue

Car rego

Car make & Model

Smoker YES / NO

Smoking is only permitted outside of the residential premises offered for lease

the Car is **owned** / **financed** (Cross out which doesn't apply)

#### CURRENT RENTAL DETAILS (tenant ledger must be supplied by application if applicable)

Current rent \$

Address

Agent/landlord

Phone

How long have you lived there?

Reason for leaving

Was the bond refunded in full (if not why?)

## PREVIOUS RENTIL DETAILS – APPLICANT 1

Current rent \$	Address	
Agent/landlord	Phone	How long did you live there?
Reason for leaving		
Was the bond refunded in full (if not why?)		

## CURRENT EMPLOYMENT DETAILS – APPLICANT 1

Current Employer (Company)	Phone No:	
Contact Name (Manager)	Business Type	Your Position
Length of Employment	Nett Income \$ per week	Full time / Part time

## SELF EMPLOYMENT DETAILS (If self employed the following must be completed)

Company Name		
Business type	Your position	ABN
Company Address		
Accountant name	Phone No	
Solicitors name	Phone No	

## PAST EMPLOYMENT DETAILS – APPLICANT 1

Current Employer (Company)	Phone No:	
Contact Name (Manager)	Business Type	Your Position
Length of Employment	Nett Income \$ per week	Full time / Part time

## APPLICANT QUESTIONNAIRE / AUTHORISATION - applicant to complete

1. Has your tenancy ever been terminated by a landlord or agent If yes give details _____	YES/NO
2. Have you ever been refused a property by any landlord or agent If yes give details _____	YES/NO
3. Are you in debt to another landlord or agent If yes give details _____	YES/NO
4. Have any deductions ever been made from your rental bond If yes give details _____	YES/NO
5. Is there any reason known to you that would effect your future rental payments If yes give details _____	YES/NO
6. Have you ever been sued for bills If yes give details _____	YES/NO
7. Have you ever broken a lease If yes give details _____	YES/NO

**I acknowledge that the landlord and landlord's agent will rely on the truth of the above answers in assessing the application for tenancy**

Signature of applicant	Date
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**EACH OCCUPANT TO COMPLETE EACH SECTION**
**APPLICANT DETAILS – APPLICANT 2**

Surname	First Name/s	Sex
Current address		
Email address		
Home phone	Work phone	Mobile phone

**PERSONAL DETAILS – APPLICANT 2**

Date of birth	Drivers Licence No	State issued Expiry
Passport Number	Country of Issue	Car rego
Car make & Model	Smoker YES / NO	Smoking is only permitted outside of the residential premises offered for lease

**CURRENT RENTAL DETAILS (tenant ledger must be supplied by application if applicable)**

Current rent \$	Address	
Agent/landlord	Phone	How long have you lived there?
Reason for leaving		
Was the bond refunded in full (if not why?)		

**PREVIOUS RENTAL DETAILS – APPLICANT 2**

Current rent \$	Address	
Agent/landlord	Phone	How long did you live there?
Reason for leaving		
Was the bond refunded in full (if not why?)		

**CURRENT EMPLOYMENT DETAILS – APPLICANT 2**

Current Employer (Company)	Phone No:	
Contact Name (Manager)	Business Type	Your Position
Length of Employment	Nett Income \$ per week	Full time / Part time

**SELF EMPLOYMENT DETAILS (If self employed the following must be completed)**

Company Name		
Business type	Your position	ABN
Company Address		
Accountant name	Phone No	
Solicitors name	Phone No	

## PAST EMPLOYMENT DETAILS – APPLICANT

Current Employer (Company)		Phone No:
Contact Name (Manager)	Business Type	Your Position
Length of Employment	Nett Income \$ per week	Full time / Part time

## APPLICANT QUESTIONNAIRE / AUTHORISATION - applicant to complete

1. Has your tenancy ever been terminated by a landlord or agent If yes give details_____	YES/NO
2. Have you ever been refused a property by any landlord or agent If yes give details_____	YES/NO
3. Are you in debt to another landlord or agent If yes give details_____	YES/NO
4. Have any deductions ever been made from your rental bond If yes give details_____	YES/NO
5. Is there any reason known to you that would effect your future rental payments If yes give details_____	YES/NO
6. Have you ever been sued for bills If yes give details_____	YES/NO
7. Have you ever broken a lease If yes give details_____	YES/NO

**I acknowledge that the landlord and landlord's agent will rely on the truth of the above answers in assessing the application for tenancy**

Signature of applicant	Date
------------------------	------

## EMERGENCY CONTACT DETAILS / NEXT OF KIN – APPLICANT 1

Contact name	Contacts phone	Relationship
Contact name	Contacts phone	Relationship
Contact name	Contacts phone	Relationship

## PERSONAL BUSINESS REFERENCES (NOT RELATIVES) – APPLICANT 1

Contact Name	Occupation	Work Phone
Address		
Contact Name	Occupation	Work Phone
Address		

## EMERGENCY CONTACT DETAILS / NEXT OF KIN – APPLICANT 2

Contact name	Contacts phone	Relationship
Contact name	Contacts phone	Relationship
Contact name	Contacts phone	Relationship

## PERSONAL BUSINESS REFERENCES (NOT RELATIVES) – APPLICANT 2

Contact Name	Occupation	Work Phone
Address		
Contact Name	Occupation	Work Phone
Address		

## HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- |  |   |
|--|---|
| <input type="checkbox"/> rhw.com.au        | <input type="checkbox"/> Picked up list at office |
| <input type="checkbox"/> For Lease Sign    | <input type="checkbox"/> Realestate.com.au        |
| <input type="checkbox"/> Illawarra Mercury | <input type="checkbox"/> Realestateworld Magazine |
| <input type="checkbox"/> Domaine.com.au    | <input type="checkbox"/> Allhomes.com.au          |

## CONFIRMATION

I/We confirm the following:

1. During my inspection I/we found the property to be in a reasonably clean condition.  Yes  No
2. If "NO" I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the landlord's approval.

3. I acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
4. I confirm that I have kept a copy of this application for my retention.
5. I consent to the information provided in this application being verified and reference check on TICA being undertaken.

Applicant signature

Applicant signature

## APPLICATION

I apply for approval to rent the premises referred to in this form. I acknowledge that my application will be referred to the Landlord of the property for their approval and if the application is approved, a Residential Tenancy agreement for the premises will be prepared.

I declare that I am not a bankrupt or undischarged bankrupt and that the information provided by me is true and correct.

I undertake to pay the monies by way of bank cheque, EFT or money order made payable to Raine & Horne Wollongong

## STATEMENT OF COSTS

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent.

First payment of rent in advance (two weeks rent).....	\$
Rental Bond (4 weeks rent) Agreement.....	\$
Sub Total.....	\$
Less: Deduct Reservation Fee (see below).....	\$
<b>Amount payable on signing tenancy agreement:.....</b>	<b>\$</b>

## RESERVATION FEE – THE FOLLOWING CONDITIONS WILL APPLY

(the below mentioned fee will only be required if Applicant/s are approved for the rental premises)

1. The reservation fee of \$  , is equivalent to one week's rent to reserve the premises in favour of you for the period of 7 days.
2. That during this period, the premises will not be reserved for any other applicant, nor will a Reservation Fee be received from any other applicant. This will only occur if you are approved for the property.
3. That should the Landlord decline the application, the Reservation Fee will be refunded to the applicant in full.
4. That should the Landlord accept this application, the Reservation Fee will be paid towards the initial rent for the premises.
5. That should the applicant decide not to proceed, the Landlord is entitled to retain the entirety of the Reservation Fee.

Raine & Horne Wollongong, acting for the landlord of the premises, acknowledges receipt of the above application and the accompanying Reservation Fee and agree:

1. To reserve the premises for the period in accordance with conditions stated above
2. To notify the applicant within the reservation period whether the applicant has been approved.
3. If the application has been approved, to prepare a Residential Tenancy Agreement for the premises.

Applicants signature X

Date

Applicants signature X

Date

## FREE – UTILITY CONNECTION SERVICE

Direct Connect is a simple and convenient way of us assisting you with your telephone, electricity, gas, internet connections.

As a customer of Raine & Horne Wollongong we offer you a free utility connection service; Direct Connect will contact you to help you arrange your utility connections all in the one phone call.

**Once we have received this application we will call you to confirm your details.**

Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this Application to confirm the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.

**Please tick the services required to be connected**

PHONE   
  ELECTRICITY   
  GAS   
  PAY TV   
  INTERNET   
  INSURANCE  
**Direct Connect** It's a **FREE service** and there's **NO obligation!** **Direct Connect**

### DECLARATION AND EXECUTION

By signing this application, the Applicants: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this Application to utility providers for this purpose; acknowledge having been provided with Terms and Conditions of Supply of Direct Connect and having read and understood them together with the privacy collection notice in part 6 of the Application; declare that all the information contained in the Application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services and to obtain any information necessary in relation to the Services; understand that under the requirements of the *Privacy Amendment (Private Sector) Act 2000*, Direct Connect will ensure that all personal information obtained about us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; consent to Direct Connect disclosing confirmation details to the Agent (including NMI, telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect, its officers, servants and agents and hold them indemnified in respect of any changes whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, that Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to any person or property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in, or failure to connect or disconnect or provide the nominated utilities; acknowledge that whilst Direct Connect is a free service you may be required to pay standard connection fees or deposits required by various utility providers; authorise the obtaining of a National Metering Identifier (NMI) on my residential address and acknowledge that the Agent may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect, its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be rebated to me in connection with the provision of the utility connection services

CONNECT ME

SIGNATURE

DATE

## DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required To pay the amounts as specified.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorize 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;

I understand that if I default under a rental agreement, 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 in order to

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow organizations/tradespeople to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

If the Direct Connect section is not crossed out: I consent to the disclosure of this page of the application form to Direct Connect for the purpose of enabling Direct Connect to offer the connection and disconnection services to me. Where Direct Connect is requested to arrange for the provision of the services, I consent to Direct Connect disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection and disconnection. I consent to Direct Connect disclosing confirmation detail (including NMI, MRN and telephone number) to the Agent. I acknowledge that neither Direct Connect nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with Direct Connect. I acknowledge that Direct Connect, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the Direct Connect service; normal service provider fees or bonds may apply.

**Applicant signature X**

**Date**

**Applicant signature X**

**Date**

## PRIVACY STATEMENT

We are an independently owned and operated business. We are bound by the National Privacy Principles. We collect personal information about you in this form to assess your application for a residential tenancy. We may need to collect information about you from your previous landlords or letting agent, your current employer and your referees. We will also check whether any defaults by you are held on a tenancy default database. Your consent to collecting this information is set out below.

We may disclose personal information about you to the owner of the property which this application relates. If this application is successful we may disclose your details to service providers relevant to the tenancy relationship including maintenance contractors and the landlord's insurers. We may also send personal information about you to the owners of any other properties at your request.

You have the right to access personal information that we hold about you by contact your property manager at Raine & Horne Wollongong (contact details on this application). You can also correct this information if its' inaccurate, incomplete or out of date. If you do not complete this form or do not sign the consent below then your application for a residential tenancy may not be considered by the owner of the relevant property or, if considered, may be rejected.



## PRIVACY CONSENT – AUTHORITY TO OBTAIN TENANT INFORMATION

This form is to be signed by the applicant applying for tenancy. (each applicant must sign individual form)

I/we,  the applicant, acknowledge that I have read the Privacy Notice of Raine & Horne Wollongong.

I authorise Raine & Horne Wollongong to collect information about me from:

1. My previous lettings agents/or landlords
2. My personal referees
3. Any tenancy default database which may contain personal information about me. I also authorise Raine & Horne Wollongong to disclose details about any defaults by me under the tenancy to which this applications relates to any tenancy default database to which it subscribes including TICA.

Before a tenancy accepted I understand the Agent will collect information about me to assess the risk to their clients in providing me with a property I have requested to rent and if approved will provide me with a tenancy for the property. In order to assess my application I understand the Raine & Horne Wollongong will disclose my personal information to:

- The Lessor / Owners for approval or rejection of your application
- TICA Default Tenancy Control Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application.
- Referees to validate information supplied in your application
- Other Real Estate Agents to assess the risk to our clients

### SECONDARY PURPOSE

I understand and acknowledge that during and after the tenancy the Agent Raine & Horne Wollongong may need to disclose my personal information to

- Tradespeople to contact me for repairs and maintenance of the property.
- Refer to Tribunals or Courts having jurisdiction seeking orders or remedies.
- Refer to Debt Collection Agencies where Tribunal / Court orders have been awarded.
- Refer to TICA Default Tenancy Control Pty Ltd to record details of my tenancy history
- Refer to the Lessors / Owners insurer in the event of an insurance claim.
- To provide future rental references to other asset managers / owners

If you fail to provide your personal information and do not consent to the uses set out above we cannot properly assess the risk to our client or carry out our duties as an asset manager. Consequently we may not be able to provide you with the property you requested to rent.

I authorise Raine & Horne Wollongong to disclose the personal information it collects about me to the owner of the property even if the owner is resident outside Australia and to any third parties – valuers, contractors, salespeople, insurance companies, body corporate, other agent and tenancy default databases.

If Direct Connect has been consented to, I consent to the disclosure of this page of the application for to Direct Connect for the purpose of enabling Direct Connect to offer the connection and disconnection services to me. Where Direct Connect is requested to arrange for the provision of services, I consent to Direct Connect disclosing personal information it has collected about me to utility service providers for the purpose and to obtain confirmation of the connection or disconnection. I consent to Direct Connect disclosing confirmation details including phone numbers to the Agent. I acknowledge that neither Direct Connect nor the Agent accepts any responsibility for any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The agent has a commercial relationship with Direct Connect. I acknowledge that Direct Connect, the Agent and its employees any receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the Direct Connect service; normal service provider fees or bonds may apply.

(If more than one applicant, "I" means "We" in this form). "I have read and understand the above information

**Applicant signature X**

**Date**

**Applicant signature X**

**Date**

## ABOUT THIS FORM – PRIVACY ACT ACKNOWLEDGEMENT FORM FOR TENANT APPLICANTS & APPROVED OCCUPANTS

This form provides information about how we the below named agent handle your personal information, as required by the National Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to TICA Default Tenancy Control Pty Ltd (TICA) in specified circumstances.

If you do not consent to the disclosure of your personal information to TICA we may not be able process your application.

Member Name: Raine & Horne Wollongong

Address: 226 Corrimal Street, Wollongong

Ph: 02 - 42299600

Fax: 02 - 42244680

Email : [info@rhw.com.au](mailto:info@rhw.com.au)



## TICA STATEMENT

### TICA Privacy Disclosure Form

This form provides information about how your personal information is handled, as required by the Australian Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we cannot process your application. As a professional asset manager we collect personal information about you. The information we collect can be accessed by you by contacting our office.

#### Primary Purpose:

Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property. In order to assess your application we disclose your personal information to: The Lessor / Owners for approval or rejection of your application, TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application, Referees to validate information supplied in your application and Other Real Estate Agents to assess the risk to our clients

#### Secondary Purpose:

During and after the tenancy we may disclose your personal information to: Trades people to contact you for repairs and maintenance of the property, Tribunals or Courts having jurisdiction seeking orders or remedies, Debt Collection Agencies and affiliated industries, TICA Default Tenancy Control Pty Ltd to record details of your tenancy history, Lessors / Owners insurer in the event of an insurance claim and Future rental references to other asset managers / owners.

#### TICA Statement

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquiries and tenancy history. TICA Assist Pty Ltd (ABN 28137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the Australian Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by mail to: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 a fee of \$19.80

#### TICA Primary Purpose

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organization other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group.

The personal information that the TICA Group may hold is as follows: Name, date of birth, driver's license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

<b>Print name - Applicant 1</b>	<b>Date</b>
<b>Applicant 1 – Signature X</b>	
<b>Print name - Applicant 2</b>	<b>Date</b>
<b>Applicant 2 – Signature X</b>	

## REQUIRED DOCUMENTATION TO SUPPORT YOUR APPLICATION

### IDENTIFICATION OF AT LEAST 100 POINTS MUST BE PROVIDED

Current Drivers Licence	40 points
Birth Certificate	40 points
Proof of age card	40 points
Passport	40 points
Medicare Card	20 points
Credit Card	20 points
MV Registration Certificate	10 points
Bank Statement	10 points
Telephone account statement	10 points
Gas account statement	10 points

**THE FOLLOWING INFORMATION AND DOCUMENTATION IS REQUIRED BY EACH APPLICANT. PLEASE NOTE YOUR APPLICATION WILL NOT BE PROCESSED IF YOU FAIL TO PROVIDE ALL OF THE FOLLOWING.**

**Please also attach the following documents:**

**Proof of Current Address ( must submit one of the following)**

- Utility statements (no greater than six months old) or
- Council rates notice

**Proof of Income (must provide all of the following)**

- 3 previous pay slips/ or if unemployed a copy of your centerlink statement
- Bank statement

**References**

- Written references from previous agent or landlord;and/or
- Written referenece from employer or friend

(If you cannot provide a written reference, just supplying us with contact numbers is fine)

**If self employed – tax returns and business registration must also be supplied**

## TENANT REFERENCE REQUEST

DATE: \_\_\_\_\_

REAL ESTATE \_\_\_\_\_ FAX: \_\_\_\_\_

**We request a rental reference and pertinent information concerning the tenancy of:**

**Applicants Name:** \_\_\_\_\_

**Property Rented:** \_\_\_\_\_

**Period of time rented through agent:** \_\_\_ / \_\_\_ / \_\_\_ to \_\_\_ / \_\_\_ / \_\_\_ **Rent amount paid per week:** \$ \_\_\_\_\_

In accordance with the Privacy Act I/We the undersigned authorise the recipients of the facsimile to give information to Raine & Horne Wollongong regarding my/our rental history.  
I/We understand this information will be used to access my/our application.

**Applicants Signature**

**Applicants Signature**

The below section to be completed by the current or previous real estate agency:

**Please return the completed form and rental ledger TODAY by fax to 02 4224 4680**

**Should you have any questions please contact our office 02 4229 9600**

**All information will be held in strict confidence.**

**Information we require**

- Copy of tenant ledger
- Comment on inspection reports
- Comment on final inspection
- Any problems throughout the tenancy
- Was full bond returned to the tenant (if not what was claimed)
- Monies outstanding
- Would you rent to them again

Was the tenant listed as a Lessee? ..... YES / NO  
 Did you / your agency terminate the tenancy? ..... YES / NO  
 During the tenancy, was the tenant ever in arrears? ..... YES / NO  
 Did the tenant receive any notice to remedy's ..... YES / NO  
 If YES – Reason/s .....  
 Were periodic inspections conducted through the tenancy? ..... YES / NO  
 Was any damage noted during the inspections? ..... YES / NO  
 Were pets kept on the premises without permission? ..... YES / NO  
 Did the tenant leave the property clean and tidy? ..... YES / NO  
 Was the bond refunded in full? ..... YES / NO  
 If No – Reason/s .....  
 Would you or your agency rent to them again? ..... YES / NO

<b>Rental Payments:</b>	<b>Excellent</b>	<b>Good</b>	<b>Occasional Arrears</b>	<b>Constant Arrears</b>
<b>Inspection Comments:</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<b>Final Inspection:</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>

**Comments:**  
 .....  
 .....

**Name of Property Manager Supplying details**

**Signature**

X