



Two Birds Property Management  
 Suite 7B 136-140 Margaret Street  
 Toowoomba Qld 4350  
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**RESIDENTIAL TENANCY APPLICATION FORM**

Proposed Rental Property Address: \_\_\_\_\_ Postcode: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_ Bond amount: \$ \_\_\_\_\_ Have you inspected the property? YES/NO (please circle) \_\_\_\_\_

Tenancy to commence: \_\_\_\_\_ Length of tenancy: \_\_\_\_\_ Years \_\_\_\_\_ months \_\_\_\_\_

How many tenants will occupy this property? \_\_\_\_\_ Adults \_\_\_\_\_ Children Ages \_\_\_\_\_

Pets? YES/NO (please circle) \_\_\_\_\_ Types: \_\_\_\_\_ Breeds: \_\_\_\_\_ Registered? YES/NO (please circle) \_\_\_\_\_

Vehicle 1 rego: \_\_\_\_\_ model/year: \_\_\_\_\_ Vehicle 2 rego: \_\_\_\_\_ model/year: \_\_\_\_\_

**1. First applicant** | **2. Second applicant AND/OR Partner**

First name: \_\_\_\_\_ Middle name: \_\_\_\_\_

Last name: \_\_\_\_\_ smoker? YES/NO \_\_\_\_\_

DOB: \_\_\_\_\_ AGE: \_\_\_\_\_

Drivers Licence No.: \_\_\_\_\_ State: \_\_\_\_\_

Passport: \_\_\_\_\_ Medicare No.: \_\_\_\_\_

Home Ph.: \_\_\_\_\_ Mobile Ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation \_\_\_\_\_ Work No.: \_\_\_\_\_

Marital Status? SINGLE MARRIED DEFACTO \_\_\_\_\_

First name: \_\_\_\_\_ Middle name: \_\_\_\_\_

Last name: \_\_\_\_\_ smoker? YES/NO \_\_\_\_\_

DOB: \_\_\_\_\_ AGE: \_\_\_\_\_

Drivers Licence No.: \_\_\_\_\_ State: \_\_\_\_\_

Passport: \_\_\_\_\_ Medicare No.: \_\_\_\_\_

Home Ph.: \_\_\_\_\_ Mobile Ph.: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation \_\_\_\_\_ Work No.: \_\_\_\_\_

Marital Status? SINGLE MARRIED DEFACTO \_\_\_\_\_

**2. Rental History – Applicant 1**

Current address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

How long at current address? Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_

Landlord/agency: \_\_\_\_\_ Agent Ph.: \_\_\_\_\_

Previous address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Length at previous address? Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_

Landlord/agency: \_\_\_\_\_ Agent Ph.: \_\_\_\_\_

Agent/landlord email: \_\_\_\_\_

**2. Rental History – Applicant 2**

Current address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

How long at current address? Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_

Landlord/agency: \_\_\_\_\_ Agent Ph.: \_\_\_\_\_

Previous address: \_\_\_\_\_

Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Length at previous address? Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_

Landlord/agency: \_\_\_\_\_ Agent Ph.: \_\_\_\_\_

Agent/landlord email: \_\_\_\_\_



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3. Employment Details – Applicant 1	3. Employment Details – Applicant 2
Occupation: _____ Employer: _____ Employer Ph.: _____ Contact name: _____ Length of employment: Years: _____ Months: _____	Occupation: _____ Employer: _____ Employer Ph.: _____ Contact name: _____ Length of employment: Years: _____ Months: _____
4. Social Security Benefits OR Centrelink Payment	4. Social Security Benefits OR Centrelink Payment
Type: _____ CRN: _____ \$ _____ Per Week      \$ _____ per month	Type: _____ CRN: _____ \$ _____ Per Week      \$ _____ per month
5. Referees – Applicant 1 (NOT family)	5. Referees – Applicant 2 (NOT family/different to app 1)
<b>1 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____ <b>2 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____ <b>3 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____	<b>1 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____ <b>2 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____ <b>3 Reference name:</b> _____ Home Phone: _____ Mobile No.: _____
6. Emergency contact (not each other)	6. Emergency contact (not each other)
Name: _____ Phone no.: _____ Address: _____ Suburb: _____ Post code: _____	Name: _____ Phone no.: _____ Address: _____ Suburb: _____ Post code: _____
7. The following documents should be enclosed with your application	
<b>ALL DOCUMENTS ARE TO BE COPIED AND ATTACHED TO YOUR APPLICATION BEFORE SUBMITTING</b>  Drivers licence or Passport      Medicare Card      Payslips or Bank Statement  Income Statement from Centrelink (if applicable)	
<p>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 am not bankrupt.</p> <p><b><u>I agree that by submitting this application I/we agree to accepting the property upon approval by owner. I/We agree that we have inspected the property and are happy with the condition.</u></b></p> <p>I authorise the agent to obtain personal information from:</p> <ul style="list-style-type: none"> <li>a) The owner or the agent of my current or previous residence</li> <li>b) My personal references and employer/s</li> <li>c) Any record listing or database of defaults by tenants such as TICA, NTD or TRA</li> </ul>	<p>I am aware that the agent will use and disclose my personal information to:</p> <ul style="list-style-type: none"> <li>a) Communicate with the owner and select a tenant</li> <li>b) Lodge/claim/transfer to/from a bond authority</li> <li>c) Refer to tribunals/courts and statutory authorities (where applicable)</li> <li>d) Refer to collection agents/lawyers (where applicable)</li> </ul> <div style="border: 1px solid black; padding: 5px;"> <p><b>Printed name applicant 1:</b> _____</p> <p><b>Signature applicant 1:</b> _____ <b>Date:</b> _____</p> <p><b>Printed name applicant 2:</b> _____</p> <p><b>Signature applicant 2:</b> _____ <b>Date:</b> _____</p> </div>