

PLEASE COMPLETE IN FULL AND RETURN

Email: commercial@philipwebb.com.au
Telephone 0417 577 126
MAIL/OFFICE 483 Whitehorse Rd, Mitcham VIC 3132



OFFER TO LEASE APPLICATION

Property address: 5B / 13 WALKERS RD, NUNAWADING.....

Applicant contact email:

Applicant/Company name:

Registered address if Company

.....

All Company Directors must act as Personal Guarantors

Directors full names and home addresses are to be supplied

1	Drivers Licence No
.....	Date of Birth/...../.....
2	Drivers Licence No
.....	Date of Birth/...../.....
3	Drivers Licence No
.....	Date of Birth/...../.....
4	Drivers Licence No
.....	Date of Birth/...../.....

Contact numbers

Applicant (individual)

1	Drivers Licence No
.....	Date of Birth/...../.....
.....	Phone number
2	Drivers Licence No
.....	Date of Birth/...../.....
.....	Phone number

Do you have an existing business? Yes No

If yes, please supply address

.....
.....

Business references/ Rental history – commercial and residential

1.....
2.....
3.....

OFFER DETAILS

Lease terms

Rental per calendar month \$710 plus GST per calendar month.....

Preferred start date.....

Proposed use of premises (please note that the applicant takes all responsibility to ensure that this use is in accord with all local government bylaws and regulations, as the Agent makes no warranty as to its permission)

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ALL LANDLORD REIMBURSABLE OUTGOINGS ARE INCLUDED IN THE MONTHLY RENTAL, TENANT STILL NEEDS TO PAY THEIR NORMAL BUSINESS OPERATING EXPENSES

Annual rent review ...

Security Bond \$710.00

Common area existing Fixtures and fittings (if any)kitchen sink, bench, toilet and hand basin table and chairs, kitchen table (small)

Other

.....

I/we hereby offer to lease the property as described on this form and lodge a deposit of \$1000.00 to be held in the Philip Webb Rentals Pty Ltd Trust Account on my behalf. Should this application/offer be accepted by the Landlord then the deposit will be applied to either the rent or the Security Bond.

I/we acknowledge that this application is subject to the approval of the Landlord/s and declare that all information supplied on this application is true and correct and given of my own free will.

If the offer is rejected by the Landlord, then the deposit will be refunded in full without deduction.

If the offer is accepted by the Owner and documentation has been commenced and or completed and /I we withdraw, any costs incurred by the Landlord, Agent and or Solicitors shall be drawn from the deposit and any balance will be refunded to the tenant.

I/we acknowledge that the Landlord/s make the final decision on any application.

By signing this application I/we authorise the Agent to obtain personal information from any referees that I have listed on this application, any Credit and Reference agencies, Bank, existing or previous Managing Agents and /or Landlords.

I/we understand that if we are evicted from the premises and/or I/we default on this lease, our names may be added to the Equifax/National Tenancy Database ([13 8332](#)) for reference and by signing this document I understand and agree to all of the above.

Please note that this application has a Privacy Statement attached which discloses how we use your information.

Should you have any queries in relation to this application please ensure that you have them answered PRIOR to signing below.

Applicants signature Date/...../.....

STATEMENT OF ASSETS AND LIABILITIES

If more than one applicant each applicant is to complete this page separately. If jointly owned please specify.

LIABILITIES

Mortgages \$.....

Property address

.....

Repayments per month \$

Please supply copy of bank statement

Property address

Repayments per month \$

Credit cards

Limit \$.....

Owing \$.....

Limit \$.....

Owing \$.....

Limit \$.....

Owing \$.....

Other Loans

Car \$.....

Boat \$.....

Caravan \$.....

Other? \$.....

Comments

.....

.....

I/we hereby confirm that the above information that is supplied on this page is true and accurate. I declare that I am not bankrupt. All of this information will be used as a reference for the purposes of leasing the property on page one of this application and is only disclosed to the parties directly involved with the preparation, compilation and negotiation of the Lease.

.....

Signed

.....

Name (please print)

ASSETS

Residential

Property address

.....

(if you are the Owner)

Investment property

.....

Rental income per month \$.....

FURNITURE/VEHICLES/PERSONAL

Car \$.....

Boat \$.....

Caravan \$.....

Furniture \$.....

Other assets;

Bank

Branch

Investments.....

.....

.....

...../...../.....

Date

Please supply contact Name/Numbers

To accompany this application please provide the following:

1. 100 points of identification
 - a. Copy of Drivers licence (front and back)
 - b. Copy of passport
 - c. Copy of medicare card
2. If Lease is to be in a Company Name
 - a. Copy of ASIC Company statement showing ALL Directors names/addresses of the company.
 - b. 100points of ID for each Director
 - c. Assets and liabilities statement for each Director, as each Director will be required to sign Lease as Personal Guarantors as well as Directors of the Company
3. If the application is successful and prior to any Leases drawn up a deposit of \$1000 into the Trust Account is required. If you proceed to signing the Leases this money will be deducted off your Initial Tax Invoice to start the Tenancy, if you should change your mind after they have been drawn then the cost of Lease preparation will be deducted from this and any money remaining refunded.

Privacy Statement

We use personal information collected from you for identification purposes in compliance with current Real Estate and Government regulations.

We may also use the information to contact you with respect to your property and to provide marketing information about our Agency.

In providing the information you agree to this use, unless you advise us differently.

We do not disclose information of this kind to other parties.

For more information you can email me on commercial@philipwebb.com.au