



RENTAL APPLICATION FORM (NEW LEASE)

PRIVATE AND CONFIDENTIAL (PLEASE PRINT IN CAPITAL LETTERS)

TO BE COMPLETED BY OWNER / AGENT

Owners name		Owner e-mail	
Service Required:	<i>Guaranteed Rental Collection (4.56%)</i> <input type="radio"/> or <i>Rental Collection Service (2.85%)</i> <input type="radio"/>		
Property address		Property code	
		Monthly rental	
Start date of lease		End date of lease	

TO BE COMPLETED BY APPLICANT TENANT

Full name of first applicant										Title					
Marital status		Single		Married in community		Married out of community		Accrual		Divorced		Widowed			
Date of birth			ID / Passport no								SA citizen				
Present address															
Area code & tel no						Cell no				E-mail					
Present landlord/agent					Area code & tel no							Period			
If less than 1 year, previous landlord/agent										Area code & tel no					
Present employer										Occupation					
Business address															
Period of employment				Area code & tel no						Fax no					
Monthly income (required in terms of the Rent Act)						Preferred mode of contact									
No of occupants						Specify									
Car reg.no			Is car on lease/HP?			Yes	No	N/A	With whom?						
Nearest relative in SA										Relationship					
Address															
										Area code & tel no					
Trade reference (1)						Account no									
Trade reference (2)						Account no									

TO BE COMPLETED BY SECOND APPLICANT TENANT

<i>Second applicant to be completed when 2 applicants are renting the property or if monthly rental amount is more than 33% of the first applicant's monthly income.</i>														
Second applicant's full name										Title				
Date of birth				ID/Passport no										
Present employer										Occupation				
Business address														
Period of employment				Area code & tel no						Fax no				
Monthly income		R		Cell				E-mail						
No of occupants				Specify										

DETAILS OF BANK ACCOUNT FOR DEBIT ORDER

NB! The monthly rental is to be paid by debit order – specify the account particulars on which the debit order will run													
Account name						Bank							
Branch						Branch code							
Type of account						Account number							

Applicant's monthly income	1st Applicant	2nd Applicant (if applicable)
Salary		
Commission		
Maintenance		
Other		
Total monthly income		
Value of movable assets		

Expenses	1st Applicant	2nd Applicant (if applicable)
Taxation / UIF / PAYE		
Medical Aid / Doctor & chemist		
Rent		
Bond payment		
Loan repayments / Hire purchase installments		
Motor finance		
Credit card accounts		
Insurance & assurance premiums / Investments		
Transport		
Education		
Groceries		
Clothing		
Entertainment		
Maintenance		
Water, electricity, rates & taxes		
Telephone		
Cellular telephone		
Domestic/gardener		
Security system		
TV rental/M-Net/DSTV		
Other: specify		
Total expenditure		

CONSENT CLAUSE

The tenant hereby consents that, and authorizes the landlord to, at all times:

- (a) contact, request and obtain information from any credit provider (or potential credit provider) or registered credit bureau relevant to an assessment of the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant;
- (b) furnish information concerning the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant to any registered credit bureau or to any credit provider (or potential credit provider) seeking a trade reference regarding the tenant's dealings with the landlord.

I hereby declare that the details furnished herein by myself on this Rental Application Form are to the best of my knowledge and belief true and correct. If my application is approved, I accept full responsibility for payment of the rental in advance on the 1st day of each month. I hereby confirm that I have personally inspected the premises applied for. I accept that in the event of my failure to assume tenancy of this application, I shall forfeit to The Letting Agent an amount equal to one month's rental and all costs incurred in finalizing the application, including the cost of a written agreement of lease having been prepared pursuant to my signing this application. No agreement of lease shall be deemed to exist between the landlord and the tenant until the lease has been duly signed by or on behalf of the landlord.

Date _____ Signature of first applicant _____

Date _____ Signature of second applicant _____

Please attach these Documents:	Copy of ID / Passport (and residency permit if not from RSA)
	Copy of 3 RECENT salary slips(or letter from Employer)
	Copy of 3 Recent Bank statements
	If SELF EMPLOYED latest financials OR a letter from your auditor