



Tenant Application Form (WA, VIC, NSW)

Note: This form must be completed by each tenant wanting to reside in the property i.e. if 3 people are wanting to move in, then 3 forms must be completed. (Children not earning an income are excluded).

Applicant Details

Name:

Contact Number

Mobile:

Home:

Email

Rental Dwelling Address:

Date of Application:

Tenants

Number of Adults

Number of children under 18 yrs old

Proof of Identity

Please provide a copy of at least (1) one item from the primary list and (1) one item from secondary list below as proof of identify. Please tick ID provided.

Primary

- | | |
|---|---|
| <input type="checkbox"/> Full Australian birth certificate or extract of Australian birth certificate | <input type="checkbox"/> Immigration papers or other documents issued by the Commonwealth Department of Immigration and Citizenship (including various visas) |
| <input type="checkbox"/> Current Australian Passport | |
| <input type="checkbox"/> Naturalisation or Citizenship certificate | |

Secondary

- | | |
|--|--|
| <input type="checkbox"/> Driver's license with photograph | <input type="checkbox"/> Other recognized photographic ID (e.g. Security Identification, Cash Convertors Card) |
| <input type="checkbox"/> 18 plus card with photograph | <input type="checkbox"/> Recent Bank Statement, Credit union or building society statement showing recent transactions |
| <input type="checkbox"/> Shooters license with photograph | <input type="checkbox"/> Tax Notice of Assessment |
| <input type="checkbox"/> Bank, credit card or ATM Card with your signature | <input type="checkbox"/> Student card with photograph |
| <input type="checkbox"/> Apprenticeship indenture papers | |
| <input type="checkbox"/> Medicare card | |



Total Income

Federal Government requires proof of the last 12 months income.

Please confirm your total income received (including tax) for any of the following categories of income payments **in the last 12 months from the date of this application**. Please provide proof of each income i.e. pay slips, centrelink statements, PAYG Summary, Notice of Assessment (most recent), letter from employer stating **Gross** Total Income Earned and or Bank Statement to prove the income stated etc. Failure to provide adequate supporting documentation will result in delaying the process or rejection of your suitability for this property.

- You must confirm any gaps e.g. “had no income for the period 1/5/16 to 14/6/16”.
- Anyone under the age of 18 that is earning income or receiving Centrelink needs to provide evidence
- Evidence to be provided if you received income from overseas in the last 12 months

Income for the last Financial Year	\$ Gross Amount
ATO Tax Notice	
Summary all Group Certificates, Centrelink and all other income	
Income Type for the last 12 Months	\$ Gross Amount
Wages/Salary for the last 12 months	
Business Income	
Bank Interest	
Dividends	
Newstart Allowance, Youth Allowance and/or Abstudy Payments	
Rent Assistance	
Partner Allowance	
Parenting Single Payment	
Family Tax Benefit A and/or Family Tax Benefit B	
Child Support/Maintenance	
Maternity Leave/Allowance	
Age Pension	
Senior Supplement	
Carer Payment	
Disability Support Pension	
Youth Disability Support Pension	
Pension Supplement Basic Amount	
Sickness Allowance	
Special Benefits	
Bereavement Allowance	
Wife Pension	
Widow B Pension	
Double Orphan Pension	
Assistance for Isolated Children Scheme	
Mobility Allowance	
Remote Area Allowance	
Reportable Fringe Benefits	
Reportable Superannuation Contributions	
Other sources of income:	



Superannuation

If you have received any superannuation payments in the form of a lump sum or an allocated pension please provide details.

Superannuation Yes No

	Date of Birth	Preservation Age
Preservation age table	Before 1 July 1960	55
	1 July 1960 – 30 June 1961	56
	1 July 1961 – 30 June 1962	57
	1 July 1962 – 30 June 1963	58
	1 July 1963 – 30 June 1964	59
	After 30 June 1964	60

When approvals are provided by AMC, it is under the assumption that the Applicants income does not vary from the information provided as at the date of this application until the day prior to the commencement of the lease.

I confirm that the information provided is true and correct. I acknowledge that confirmation of my eligibility will remain current for 14 days from the date of approval from AMC. I will advise the property manager if my income level listed in this application change prior to the commencement date of the lease. I understand that my application will be assessed again based on this information.

You are also required to complete a Tenant Demographic Assessment (one per household).

(Please tick)

- I have provided evidence of my income for the last 12 months
- One Tenant Demographic Assessment (TDA) has been completed for the household
- Each adult tenant has completed their own "Tenant Application Form"
- I confirm that the information provided is true and correct

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Tenant Signature

Date:

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Witness Signature

Date: