

APPLICATION FOR RENTAL PROPERTY

Please take the time to read the below requirements

To assist us in promptly processing your Application, please read through to ensure the application is filled out correctly. Failure to do so will only cause delay in the processing of your application. Approval time is generally around 48 business hours. We will notify of you of any delays.

- All information must be filled in correctly and signed in all places, by all parties 18yrs & over. The application cannot be processed without the Privacy Statement on page 4 being signed by all adults. Please ensure you write neatly throughout the application.
- It helps to let your referees, employer & landlord (if applicable) know to expect our call. Note that personal referees cannot be a relative & must be different for each applicant.
- Please also ensure the next of kin & emergency contacts are not the same people where possible, & at least 2 of these contacts must not be living at the property with you.
- If you have any written rental, personal references or pet references/pet picture, please attach them to the application. If you have a pet picture, we suggest you attach an electronic copy.
- **Proof of Income:** a minimum of 4 recent pay slips otherwise last 2 month's bank statements. If you receive payments from other sources, such as Centrelink - you will need to supply evidence; such as a 'Centrelink Income Statement' (that is not more than 48hrs old) &/or last financial years tax assessment. If you are self-employed, you will need to supply evidence of directorship/ownership of business & evidence of the salary/income you receive from the business.
- **Identification:** We require all applicants to submit 100 points of identification (i.e. Driver's License & Passport & Medicare card equal 100 points), as well as a secondary form of ID (i.e. utility bill, eftpos/bankcard, student I.D card, etc.). Non-residents must supply a copy of their VISA paperwork for each person.
- **Submit your completed Application** form & colour photo identification to: rentals@edisonproperty.com.au or in person at our office – 1 Albert Street, North Perth.
- There might be specific lease conditions for each individual property. Please ask for a copy of these conditions, if applicable.
- **Note:** If your Application is approved, you will be required & agree to pay the move-in funds; being the Bond & two weeks rent (& \$260 pet bond, if applicable), **within 24 hours of acceptance** of your rental application. Funds to be paid electronically into the Edison Residential Property Rental Trust Account.
- If your application is not successful, you will be notified by SMS or email. We are unable to provide a reason for non-acceptance.

Our office is located at 1 Albert Street, North Perth (on the corner of Angove Street)

EXPLANATION FOR APPLICANTS

Only complete this APPLICATION if You are sure that You want to enter into a Residential Tenancy Agreement with the Lessor of the Premises

The Lessor of the Premises is attempting to locate the most suitable tenant; that is a tenant who pays the rent on time and takes good care of the Premises.

To enable the Lessor of the Premises to determine in their opinion, who is the most suitable person, the Lessor's Property Manager requires some background information about You.

The form "APPLICATION TO ENTER INTO RESIDENTIAL TENANCY AGREEMENT" is not the Residential Tenancy Agreement.

The purpose of this form is:

First, to inform the Lessor of Your details, and Your requirements for the Residential Tenancy Agreement; for example, if You wish to have pets at the Premises.

Second, to inform You of the Lessor's or Property Manager's usual use of one or more residential tenancy databases.

Third, to inform You of the money that is required to be paid prior to taking possession of the Premises; for example, the value of the Security Bond (which may be up to 4 weeks rent), the Pet Bond (which can be up to \$260) and the initial Rent payment (which can be 2 weeks rent in advance).

Fourth, to make You aware of the terms of the Residential Tenancy Agreement (including special conditions) associated with the Lease if Your Application is accepted.

Summary of what will happen if You apply to enter into a Residential Tenancy Agreement with the Lessor

Your action if You wish to apply for the Residential Tenancy Agreement:	<ol style="list-style-type: none"> 1. Complete this Application. 2. Submit this Application to the Property Manager together with any Option Fee that may be requested by the Property Manager.
Lessor's action if You do not succeed with Your Application:	<ol style="list-style-type: none"> 3. If You are not the successful applicant and have paid an Option Fee, the Option Fee will be refunded to You within 7 days of the decision.
Lessor's action if You succeed with Your Application:	<ol style="list-style-type: none"> 4. If You are the successful applicant, the Lessor will provide You with a proposed Residential Tenancy Agreement for the Premises which will grant You the option of entering into a Residential Tenancy Agreement.
What You will then need to do if You are the successful Applicant:	<ol style="list-style-type: none"> 5. If You sign the Residential Tenancy Agreement, comply with all the stipulated requirements for the creation of the Residential Tenancy Agreement set out in Part C of the document, and the Lessor (or the Property Manager) sign the document, a binding Residential Tenancy Agreement will exist between You and the Lessor. In the case of where an Option Fee has been paid there will be no need for the Lessor (or Property Manager) to sign the document for a binding Residential Tenancy Agreement to exist. 6. If any of the events mentioned in clause 5 of this Summary above do not occur the ramifications of that are set out below in clause 18 of Part B of this Application.

FOR: Premises Address:

Address 1			
Address 2			
Suburb		State	Postcode

FROM: Proposed Tenants' Names:

	Given Name(s)	Family Name
Tenant 1		
Tenant 2		
Tenant 3		
Tenant 4		

TO: The Property Manager:

Agency Name	Edison Residential Property Management (No1) Pty Ltd		
Address	1 Albert Street, North Perth, WA, 6006 (corner Angove Street)		
Telephone	9201 9800	Facsimile	
E-mail	rentals@edisonproperty.com.au		

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PART A (TO BE COMPLETED BY PROPERTY MANAGER)

1. Premises

Address 1

Address 2

Suburb

State

Postcode

2. Rent \$ per week

3. Option Fee (if applicable) \$

4. If You are the successful applicant, and wish to enter into a Residential Tenancy Agreement with the Lessor, You will be required to pay the following money to the Property Manager:

REQUIRED MONEY

(a) Security bond of \$

(b) Pet bond (if applicable) \$

(c) First two weeks rent \$

(d) Less Option Fee (if paid) \$

(e) **Total** \$

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PART B (TO BE COMPLETED BY YOU)

NOTE: This document is not a Residential Tenancy Agreement and does not grant any right to occupy the Premises

INFORMATION FROM "YOU" (the proposed tenant or tenants)

TENANCY DETAILS

5. You require the tenancy for a period of months from to

6. At a rent of \$ per week

7. Total number of persons to occupy the Premises Adults Children Ages

8. Pets - Type of Pet Breed Number Age
 Type of Pet Breed Number Age

9. Do You intend applying for a residential tenancy bond from a State Government Department? Yes No

If Yes, \$ Branch:

10. Bank account details for refund of Option Fee (if applicable)

Bank: BSB:
 Account No.: Account Name:

11. Any Special Conditions requested by You:

NOTE: The Lessor is not obliged to accept any of the Your Special Conditions.

12. The address at which You wish to receive the Residential Tenancy Agreement if You are successful and/or notices relating to tenancy

Email (optional):

Fax (optional):

Postal address (required):

PO Box		Town/City		Postcode	
Address 1					
Address 2					

13. You declare that You are not bankrupt and that all of the information supplied in this Application is true and correct and is not misleading in anyway.
14. You acknowledge that, having inspected the Premises, You will accept possession of the Premises in the condition it was in as at the date of inspection.
15. By Signing this application You are making an application to lease the Premises. The Lessor may or may not send You a proposed Residential Tenancy Agreement for the Premises.
16. If You are the successful applicant, the Lessor will send You a proposed Residential Tenancy Agreement for the Premises which will contain information about pre-requisites for the creation of a binding Residential Tenancy Agreement. The Residential Tenancy Agreement will be comprised of Parts A, B and C. Parts A and B can be viewed on reiwa.com.au. Part C will also include additional terms agreed to by the parties, a draft of which is attached to this Application.
17. If a sum for an Option Fee is stipulated in Part A, You must pay that Option Fee to the Property Manager at the same time You make this application. The Option Fee must be paid by You by cash or cheque. If You are not the successful applicant and have paid an Option Fee, the Option Fee will be refunded to You by way of an electronic transfer to Your bank account details set out in Part B within 7 days of the decision.

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18. If You are the successful application the Lessor will provide You with a proposed Residential Tenancy Agreement for the Premises which will grant You the option of entering into a Residential Tenancy Agreement:
- (a) if You sign the Residential Tenancy Agreement, comply with all the stipulated requirements for the creation of a binding Residential Tenancy Agreement as set out in Part C of the document (eg returning the document to the Property Manager by the stipulated time, paying full stipulated rental and bond); and:
 - (i) if an Option Fee has been paid THEN a binding Residential Tenancy Agreement will exist between You and the Lessor and any Option Fee will be refunded to You or applied towards the rent; or
 - (ii) if no Option Fee has been paid and if neither the Lessor nor the Property Manager sign the document THEN no binding Residential Tenancy Agreement will exist between You and the Lessor; or
 - (iii) if no Option Fee has been paid and if the Lessor (or the Property Manager) signs the document, THEN a binding Residential Tenancy Agreement will exist between You and the Lessor.
 - (b) if You do not sign the Residential Tenancy Agreement or if You do not comply with the pre-requisites for the existence of the Residential Tenancy Agreement You will not have entered into a binding Residential Tenancy Agreement, the option for You to enter such an agreement will lapse, and any Option Fee paid by You will be forfeited to the Lessor.

Note: Under the Residential Tenancy Act 1987 agreements to lease do not have to be in writing and may be entered verbally or by conduct. This clause 18 does not purport to remove any right of parties to reach non-written agreements. However, if the parties wish to enter an agreement on the terms set out in this form, the pre-requisites set out above must be met in order for the lease to exist.

19. YOU MUST UNDERSTAND THAT IF YOU ARE THE SUCCESSFUL APPLICANT AND THE LESSOR PROVIDES YOU WITH A PROPOSED RESIDENTIAL TENANCY AGREEMENT BUT YOU DO NOT COMPLY WITH PRE-REQUISITES FOR THE EXISTENCE OF A BINDING RESIDENTIAL TENANCY AGREEMENT, SET OUT IN PART C OF THE RESIDENTIAL TENANCY AGREEMENT (INCLUDING SIGNING THE RESIDENTIAL TENANCY AGREEMENT, RETURNING IT TO THE PROPERTY MANAGER BY THE STIPULATED TIME, PAY ANY STIPULATED RENTAL IN ADVANCE, SECURITY BOND AND / OR PET BOND) NO RESIDENTIAL TENANCY AGREEMENT WILL COME INTO EXISTENCE AND THE LESSOR MAY ENTER INTO A RESIDENTIAL TENANCY AGREEMENT WITH ANOTHER PERSON.

20. DEFINITIONS

- (a) **"Act"** means the *Residential Tenancies Act 1987* including any amendments.
 - "Application"** means this Application to enter into a Residential Tenancy Agreement.
 - "Business Day"** means any day except a Sunday or public holiday in Western Australia.
 - "Lessor"** means the person/entity with the authority to lease the Premises.
 - "Option Fee"** means a payment as referred to in section 27(2)(a) of the Act. The amount of the Option Fee is specified in Part A of this application. The amount of the Option Fee is capped as follows:
 - (i) where the weekly rental under the Residential Tenancy Agreement is \$500 or less, an Option Fee of up to \$50 is payable;
 - (ii) where the weekly rental under the Residential Tenancy Agreement exceeds \$500, an Option Fee of up to \$100 is payable;
 - (iii) where the Residential Tenancy Agreement is for residential premises south of the 26th parallel of south latitude and the weekly rent is \$1,200 or more, an Option Fee of up to \$1,200 is payable.
 - "Premises"** means the address specified on the first page of this document. Any items included or excluded will appear in Part A of the proposed Residential Tenancy Agreement.
 - "Property Manager"** means the real estate agent appointed by the Lessor to lease and manage the Premises.
 - "Residential Tenancy Agreement"** means an agreement in writing in the form prescribed by the Act, comprising of Parts A, B and C. Part C will include additional special conditions as agreed between the parties.
 - "You"** or **"Your"** means the person or persons making the Application to Lease the Premises.
 - (b) All acts and things that the Lessor is required or empowered to do may be done by the Lessor or their Property Manager.
21. You agree that for the purpose of this Application, the Lessor or Property Manager may make enquiries of the persons given as referees, next of kin or emergency contacts provided by You, and also make enquiries of such other persons or agencies as the Lessor may see fit.

The personal information You give in this Application or collected from other sources is necessary for the Lessor or Property Manager to verify Your identity, to process and evaluate the Application, to manage the tenancy and to conduct the Property Manager's business. Personal information collected about You in this Application and during the course of the tenancy if the Application is successful may be disclosed for the purpose for which it was collected to other parties including to the Lessor, referees, other Property Managers, prospective lessors, third party operators of residential tenancy databases, and prospective buyers of the Premises. Information already held on residential tenancy databases may also be disclosed to the Property Manager or Lessor.

If You enter into the Residential Tenancy Agreement or You fail to comply with Your obligations under any Residential Tenancy Agreement that fact and other relevant personal information collected about You during the course of this Application (including information provided separately to this application) or the Residential Tenancy Agreement may also be disclosed to the Lessor, third party operators of tenancy reference databases (to the extent permitted by law), other Property Managers, prospective lessors and prospective buyers of the Premises.

If You would like to access the personal information the Lessor or Property Manager holds, You can do so by contacting the Property Manager. See also the attached notice regarding use of residential tenancy databases.

You can also correct this information if it is inaccurate, incomplete or out-of-date. If the information in this Application, is not provided, the Property Manager may not be able to process the Application, or the Residential Tenancy Agreement properly or manage the tenancy properly.

Name:

	Given Name(s)	Family Name
Tenant 1		
Tenant 2		
Tenant 3		
Tenant 4		

Signature:

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NOTICE OF USE OF ONE OR MORE RESIDENTIAL TENANCY DATABASES Section 82C - Residential Tenancies Act 1987

1. It is the Property Manager's usual practice to use one or more residential databases for the purpose of checking an applicant's tenancy history.
2. The name of each residential tenancy database the Property Manager or Lessor usually uses, or may use, for deciding whether a residential tenancy agreement should be entered into with a person are set out below:
3. The contact details for the database operator(s) who operates the database(s) used by the PM as referred to above are as follows:

(a) **TICA** (strike out if inapplicable)

- (i) **Address:** PO Box 120, Concord NSW 2137
- (ii) **Telephone:** 190 222 0346. Calls are charged \$5.45 per minute including GST (higher for mobile or pay phones)
- (iii) **Facsimile:** (02) 9743 4844
- (iv) **Website:** www.tica.com.au

(b) **National Tenancy Database** (strike out if inapplicable)

- (i) **Address:** GPO Box 13294, George Street 120, Brisbane QLD 4003
- (ii) **Telephone:** 1300 563 826
- (iii) **Facsimile:** (07) 3009 0619
- (iv) **Email:** info@ntd.net.au
- (v) **Website:** www.ntd.net.au

(c) **Other Databases** (if applicable)

- (i) **Name:**
- (ii) **Address:**
- (iii) **Telephone:**
- (iv) **Facsimile:**
- (v) **Email:**
- (vi) **Website:**

4. The applicant may obtain information from the database operator in the following manner:

(a) as to TICA:

- (i) Postal and fax application forms can be downloaded from www.tica.com.au. Information regarding application fees can be found on the application form;

(b) as to the National Tenancy Database:

- (i) A request for rental history file can be downloaded from www.ntd.net.au. A link to the form can be found under the tab "For Tenants".
- (ii) A request for rental history may be submitted by post, fax or email.

(c) as to

- (i)
-

NOTE: This notice is required to be given regardless of whether the Property Manager intends to conduct a search on the particular applicant.

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YOUR (First Person's) PARTICULARS									
Given Name(s)						Family Name			
Address 1									
Address 2									
Suburb						State		Postcode	
Phone No	Work				Mobile			Home	
Email									
Date of Birth		Place of Birth				Family Name at Birth			Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No		State		Passport No	
Other ID					
Proof of Identification (licence number/bankcard etc)					
Vehicle Type & Registration No					
Anything else to support Your Application					

Smoker Yes No

Personal References	a) NAME		TELEPHONE	
	b) NAME		TELEPHONE	

(i) Name of current lessor or managing agent to whom rent is paid

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(ii) Previous address of Applicant

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(iii) Occupation

	(Note: Your Employer may be contacted to verify employment)	
Employer		Phone No
Period of Employment		Wage
If less than 12 months, name and address of previous employer		
Explanation if no employment:		

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Second Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]				
First Contact	NAME		TELEPHONE	
	ADDRESS			
Second Contact	NAME		TELEPHONE	
	ADDRESS			

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YOUR (Second Person's) PARTICULARS									
Given Name(s)						Family Name			
Address 1									
Address 2									
Suburb						State		Postcode	
Phone No	Work				Mobile			Home	
Email									
Date of Birth		Place of Birth				Family Name at Birth			Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No		State		Passport No	
Other ID					
Proof of Identification (licence number/bankcard etc)					
Vehicle Type & Registration No					
Anything else to support Your Application					

Smoker Yes No

Personal References	a) NAME		TELEPHONE	
	b) NAME		TELEPHONE	

(i) Name of current lessor or managing agent to whom rent is paid

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(ii) Previous address of Applicant

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(iii) Occupation

	(Note: Your Employer may be contacted to verify employment)	
Employer		Phone No
Period of Employment		Wage \$
If less than 12 months, name and address of previous employer		
Explanation if no employment:		

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Second Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]				
First Contact	NAME		TELEPHONE	
	ADDRESS			
Second Contact	NAME		TELEPHONE	
	ADDRESS			

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YOUR (Third Person's) PARTICULARS									
Given Name(s)						Family Name			
Address 1									
Address 2									
Suburb						State		Postcode	
Phone No	Work				Mobile			Home	
Email									
Date of Birth		Place of Birth				Family Name at Birth			Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No		State		Passport No	
Other ID					
Proof of Identification (licence number/bankcard etc)					
Vehicle Type & Registration No					
Anything else to support Your Application					

Smoker Yes No

Personal References	a) NAME		TELEPHONE	
	b) NAME		TELEPHONE	

(i) Name of current lessor or managing agent to whom rent is paid

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(ii) Previous address of Applicant

	Phone No	
Address		
Rental Paid	\$	
Period Rented From		To
Reason for leaving		

(iii) Occupation

	(Note: Your Employer may be contacted to verify employment)	
Employer		Phone No
Period of Employment		Wage
	\$	
If less than 12 months, name and address of previous employer		
Explanation if no employment:		

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Second Next of Kin	NAME		TELEPHONE	
	ADDRESS			
Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]				
First Contact	NAME		TELEPHONE	
	ADDRESS			
Second Contact	NAME		TELEPHONE	
	ADDRESS			

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YOUR (Fourth Person's) PARTICULARS									
Given Name(s)						Family Name			
Address 1									
Address 2									
Suburb						State		Postcode	
Phone No	Work				Mobile			Home	
Email									
Date of Birth		Place of Birth				Family Name at Birth			Australian Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No

DOCUMENTS TO CONFIRM YOUR IDENTITY

Drivers Licence No		State		Passport No	
Other ID					
Proof of Identification (licence number/bankcard etc)					
Vehicle Type & Registration No					
Anything else to support Your Application					

Smoker Yes No

Personal References

a) NAME TELEPHONE

b) NAME TELEPHONE

(i) Name of current lessor or managing agent to whom rent is paid

Phone No

Address

Rental Paid \$ Period Rented From To

Reason for leaving

(ii) Previous address of Applicant

Name of previous lessor or managing agent to whom rent was paid

Phone No

Address

Rental Paid \$ Period Rented From To

Reason for leaving

(iii) Occupation (Note: Your Employer may be contacted to verify employment)

Employer Phone No

Period of Employment Wage \$

If less than 12 months, name and address of previous employer

Explanation if no employment:

(iv) Next of Kin (Note: These people may be contacted to verify particulars)

First Next of Kin NAME TELEPHONE

ADDRESS

Second Next of Kin NAME TELEPHONE

ADDRESS

Emergency Contact (name and address and telephone) [Note: These people may be contacted to verify particulars.]

First Contact NAME TELEPHONE

ADDRESS

Second Contact NAME TELEPHONE

ADDRESS

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[Large empty rectangular box for application details]

**By Signing this document You are making an application to enter into a Residential Tenancy Agreement in relation to the Premises.
Your Application may or may not be successful.**

Your Signature (**First Person**) Date

Your Signature (**Second Person**) Date

Your Signature (**Third Person**) Date

Your Signature (**Fourth Person**) Date

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

Processing of Applicants Rental Application & Inspection of Premises

1. The applicants acknowledge and accept that all information on their rental application will be thoroughly vetted. This will include the Agent phoning current and previous employers, references, current and previous Private Landlord &/or Agent and any other parties the Agent deems necessary. Questions relating to character, cleanliness etc. may be asked of all parties. It is recommended that applicants notify all parties, including their employer, that we will be calling. The applicants further acknowledge that they will be processed through tenancy databases and the agent may conduct an internet name search/Facebook/Linkedin, search etc.
2. The applicant(s) acknowledge they have thoroughly inspected the premises, or nominated a person(s) to inspect on their behalf; as if it were them, prior to making an application, and therefore accept the property in an 'as is' condition & acknowledge that the owner is under no obligation to undertake work to the property, outside the requirements of the RTA(WA) 1987.
3. Where multiple rental applications have been submitted for the same property, the applicant(s) acknowledge & accept that an initial review of the suitability of the applicant(s)/application will take place prior, which may result in the application not progressing to the formal vetting stage.

Prior to Possession of Premises

4. Within 48 hours of acceptance of the Applicants rental application, the payment of 6x weeks rent must be paid and received in the Agents Trust Account; being 2weeks rent and 4weeks rent for the Bond (& \$260 pet bond, if applicable), and the Tenancy documents must be read and signed by all Applicant(s) 18years & over. Keys and access device(s) will not be supplied prior to the lease start date & until funds are received in full.
5. The applicant(s)/Tenant acknowledge and accept that no lease expiry date will be set on a public holiday, weekend or from mid-December through to mid-January. The Tenant acknowledges this is because staff will not be available for key return and/or final bond inspections during this period.

During Tenancy

6. The applicants/tenants acknowledge that the number of occupants allowed to reside within the premises is restricted to to the persons named on the lease & if applicable, the children identified in the rental application.
7. The Tenant will be provided with at least 1x security access device, where applicable. If the access device is lost, broken or not working due to damage (inc. water damage), the Tenant must pay for replacement within 7 days of issue of invoice. Should further pedestrian access devices be required, the Tenant agrees to pay for such device and will be required to immediately surrender all access devices to the Agent upon vacation of the property. The Tenant acknowledges and accepts the owner is under no obligation to reimburse the tenant for such additional device(s). The Tenant acknowledges that there is a delay period from ordering a new access device to receiving it, that is out of the Agents control, and the Agent/Owner are not responsible for a Tenant(s) parking costs during this period.
8. The Tenant has been advised they will be provided with a Property Condition Report (and Inventory Report, if applicable). The Tenant acknowledges they are required to check each area/item identified within the report, record any discrepancies, and return the report(s) to the Agent within seven (7) days of receipt of the report. Failure to do so will result in the final bond inspection being undertaken when the Tenant vacates, using the original report.
9. The Tenant acknowledges that photos or video of the property forms part of regular reporting to the owner (e.g. at routine inspections). The Tenant agrees to allow the Agent or the Agents representative to take photos or video.
10. The Tenant has been advised by the Agent and acknowledges that they are responsible for the insurance of their own personal belongings during the tenancy ('*tenant's contents insurance*'). The Owner does not hold insurance cover for the Tenant's belongings and will not be held responsible for the tenant's personal items under any circumstances. If the Tenant wishes to insure their belongings, they must make their own enquiries and secure their own insurance policy.
11. The Tenants understand and agree that correspondence and Notices may be sent to the 'Primary' tenant contact via email & it is the Tenant's responsibility to regularly check their email inbox. Such emails might include, routine inspection notices, Breach Notices, general correspondence, etc.
12. The Tenant is required to regularly and adequately ventilate every room of the premises all year round to avoid the development of mildew/mould. Failure to do so will result in a Tenant being responsible for the full cost to treat and remove the mould, along with any additional costs incurred such as a contractor's inspection fee, repainting, make good damage, etc.

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

13. Should the tenant become aware of a water leak or mould issue that could affect their personal belongings or those supplied with the premises, it is the Tenant's responsibility to immediately remove any item from the area or room that could be adversely affected, and failure to do so, will result in the Tenant being responsible for the full cost to treat/replace/remedy. The Tenant also acknowledges they must immediately advise the Agent in writing of the issue.
14. The Tenant acknowledges and agrees they are responsible for their own consumption of gas, water and electricity, whether the utility is connected direct with the service provider or by issue of invoice by the Agent. The Tenant further acknowledges and agrees that should it be found that a utility consumption invoice is issued to the Owner/Agent by the Strata Company, the Tenant will pay any and all consumption invoices in full within 7 days of issue. The Tenant understands and agrees that this clause will, at any time during the tenancy, override/take precedence over any clause contained within the REIWA Residential Tenancy Agreement in relation to who is responsible to pay for utility consumption.
15. The Tenant will be responsible to pay any invoice where the cause of the callout was a result of one of the Tenant's appliance(s) or where the contractor advises the item is in working order. The Tenant will be required to pay such invoice in full within 7 days of issue.
16. Stainless Steel & glass appliances, such as stove tops, are to be cleaned with a soft cloth and not a scourer. If the item is damaged, full replacement cost will be at the Tenant's expense and such cost is payable immediately.
17. Pot plants are not to be placed on any flooring without a suitable catchment tray being placed under the pot to catch excess water. Pots must be moved on a regular basis to avoid moisture build up in the area and to prevent damage to the flooring. The Tenant acknowledges they are responsible to immediately pay for the cost to remedy/replace any damage occasioned by their pot plants/overwatering/failure to regularly move item.
18. Hot items are not to be placed on carpet, linoleum, kitchen bench tops or furnishings supplied with the property; such as dining or coffee tables. The Tenant acknowledges they are responsible to immediately pay the full cost to remedy/replace any item damaged.
19. The Tenant agrees to use a drip tray on the carport/garage floor to prevent oil staining and will be responsible to immediately pay the full cost to remedy such staining.
20. Gardens are to be watered on the allocated watering days only (refer to Water Corp website). It is the Tenants responsibility to ensure the correct dates are set on any auto retic system if applicable. If the Owner is fined by the Water Corporation for watering on incorrect days, the Tenant agrees to pay for this fine within 7 days of issue of fine. Tenants are responsible for maintaining healthy lawns & gardens including weeding, mowing and regular fertilising of lawns, pruning shrubs, etc. throughout the entire year. The tenant further agrees that should the property have a bore &/or reticulation that fails, the Tenant agrees to hand water or use sprinkler(s) until remedied.
21. Tenants are not to attach any items on walls or other surfaces such as blue tack, sticky tape or 3M hooks. Any nails driven into walls are to be approved by the Owner in writing prior to install. Any damage occurred, will result in the Tenant being charged for immediate repairs/repainting with such costs being immediately payable.
22. No Tenant has permission to display any sign or advertising material that is visible from the outside of the premises.
23. Tenant(s) under this Agreement shall notify the Agent within fourteen (14) days of any change of employment, as per Section 53 of the Residential Tenancies Act 1987. Failure to do so carries a fine of \$5,000 under the RTA 1987.
24. A Tenant or their guests are forbidden to park on lawns, front verge, in front of bins or gates and can only park in a car bay/carport/garage; if one is allocated to the premises/lot within the Tenancy Agreement. Should a tenant's vehicle or their guest's vehicle be wheel clamped or fined for any reason, the Agent/Owner will not be held responsible and the tenant is responsible for all removal/associated costs.
25. Tenants are made aware they are required to maintain the verge in no less condition than is recorded in the Property Condition Report, at all times during tenancy & at end of tenancy when returning the property to the Agent.

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

26. Where floorboards are present in the property, the Tenant agrees to use furniture protectors under all furniture placed on the floorboards. The Tenant agrees that any damage caused to the floorboards by the Tenant, whether by neglect or accidental damage, will be professionally repaired at the Tenant's expense immediately and the Tenant agrees to advise the Agent prior to repairs taking place for the Agent to inspect said damage.
27. As per the RTA 1987, the Tenant agrees to advise the Agent in writing as soon as possible of damage to the premises or required maintenance, and acknowledge that failure to do so could result in a tenant bearing some or all of the cost of repair/replacement, particularly if further damage has occurred as a result of failure to report to the Agent. Tenant(s) are not to hold off reporting maintenance with the intent of reporting it at the next routine inspection.
28. The Tenant accepts that if an approved pet resides at the premises and should the perimeter fencing become compromised, the Tenant acknowledges it is their responsibility to ensure the pet is contained/restrained outside at all times and the Owner/Agent takes no responsibility for any pet or pet loss. The repair/replacement of any compromised fencing will be actioned, if applicable, according to the Residential Tenancies Act 1987. Temporary fencing will not be installed.
29. If pets have been allowed at the property, they are to remain outside at all times (unless otherwise agreed within the Tenancy Agreement). Any faeces are to be immediately removed, bagged & disposed of. The pet must be regularly treated for fleas/parasites. The Tenant acknowledges that if the pet is capable of carrying parasites e.g. dog, cat, bird, that a full internal & external flea eradication treatment must be undertaken at the tenants expense by a reputable Pest Controller when they vacate & that a copy of such Tax Invoice/Receipt/Treatment Certificate must be provided to the agent upon key return. The Tenant further acknowledges they are responsible for any damage the pet has caused to the premises.
30. At no time is a Tenant authorised to stick or hang any item on the windows, sliding doors or frames; such as alfoil, newspaper etc. The Tenant will be responsible to pay for any damage occasioned from such action.
31. The Tenant has been made aware of & accepts that a thorough clean of the premises is to be undertaken for routine inspections. It is expected that a detailed 'spring clean' high standard of cleaning is undertaken prior to inspections. This does include a thorough clean of stove tops, ovens, exhaust fans, windows, window tracks, skirting boards, removing marks from walls, remove cobwebs internally & externally, professional carpet cleaning if required, etc.
32. The Tenant has been made aware and agrees to allow during inspections of the property by the Agent or their representative, the opening of, and inspection of any cupboard or fixture that forms part of the premises. Access to all areas of the premises, that form part of the tenancy, must be made available at inspection to avoid a Breach Notice being issued and re-inspection of the premises at the tenants expense.
33. If smoking has been permitted at the property, this must take place outside only, away from any open doors or windows. Cigarette butts must not be put out against any part of the premises or left on the ground & must be disposed of into a bin. The Tenant acknowledges that should there be even the slightest indication of the smell of smoke in the property, all steps will be undertaken until the smell has been eradicated & the tenant will be fully responsible for all costs.
34. The Tenant acknowledges and allow for their name and contact details to be supplied to third parties during and after tenancy, such as contractors to arrange repairs, strata manager, the Lessor & other parties when tenants are vacating, such as private landlord/Agent seeking a rental reference, debt collector, Magistrates Court, etc.
35. The Tenant acknowledges they are responsible to ensure working batteries are present in smoke alarms during their tenancy & fresh batteries installed when they vacate. The agent should be notified immediately if a smoke alarm does not appear to be in working order (e.g. if you cannot see the light on). At no time is a tenant allowed to cover the smoke alarm sensor, remove the batteries or smoke alarm head or compromise the ability of the smoke alarm to function in any way.
36. The Tenant acknowledges that should they lock themselves out of the property outside of business hours, the agents keys will not be made available to them & they will need to contact a Locksmith at their own expense. The Agent must be supplied with a copy of any new keys. A Tenant may collect the agents set of keys, to be returned same day, however the Agent does not guarantee entry keys will be available & if not, a locksmith will need to be arranged at the Tenants expense.
37. The Tenant at no time is permitted to use a pool or spa of any type (even blow-up), as it is a legal requirement for compliant pool fencing to be installed.

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

38. It is recommended that Tenants have any carpets professionally cleaned every 12 months at a minimum. Tenants should supply a copy of such cleaning to the Agent. Edison Property suggest: The Ultimate Clean - 9330 4920.
39. The Tenant agrees not to use any open fireplace within the property without the owners written consent & that they take full responsibility for any damage occasioned from such use, including the cost to remove the smell of smoke.
40. The Tenant agrees to regularly clean filters within any split system air conditioning unit (unit inside the property, not on the roof or outside). At least once a month, when in regular use. This maintains the efficiency of the unit & may reduce power consumption bills to the tenant.
41. If the property features ducted air conditioning & the ducted unit ceases to operate or the expense to repair is too great, the Tenant acknowledges & agrees prior that the owner may not repair or replace with same, but will install split system air conditioning to the living area & master bedroom.
42. Should a property come with outdoor blinds or such, the Tenant agrees to ensure these are rolled up/secured during stormy weather or intense winds to ensure no unnecessary damage occurs.
43. The Tenant acknowledges that they are allowed to have guests stay at the property, however the Lessors prior permission is required for any guest planning to stay for a period of more than 6 weeks & dependant on the guest period of stay, they may be required to submit a rental application prior & be included as an occupant on the lease.
44. The Tenant acknowledges & accepts that ignitors on e.g. stove tops, may not be functioning & should they cease functioning during tenancy, will not be repaired.

When it's Time to Vacate

45. The Tenant agrees, as per the Residential Tenancies Act (WA) 1987, to provide thirty (30) clear day's notice in writing prior to the lease expiry date, advising the agent that they intend to vacate the property on the lease expiry date. Rent shall be calculated up to and including the date that all keys and access devices are returned to the Agent. The Tenant acknowledges the owner has the right to show the premises to prospective Tenants, as per the RTA 1987, and agrees to allow the Agent to show prospective Tenants through the premises prior to their vacating. Periodical tenants are required to provide 21 day written notice to the agent.
46. If supplied, the Tenant agrees to replace all mattress protectors, pillows and pillow protectors with the same at the end of their tenancy, at their expense, and to provide a receipt to the Agent when returning all keys/remotes to prove such purchase. These items will be inspected by the Agent at the final bond inspection. Should no such receipt be provided, the Agent will replace items with the same, and the full replacement cost will be charged to the tenant, including the time taken to travel/purchase such replacements, charged at an hourly rate.
47. If professional cleaners were engaged to clean the property prior to the tenants taking possession, the tenants agree to engage professional cleaners to undertake a thorough vacate clean including windows, prior to handing the premises back to the Lessor's Agent to ensure the property is returned in no less condition that recorded in the Property Condition Report.
48. If the garden beds were mulched for the tenancy, the tenant agrees to mulch the garden beds with same prior to handing the premises back to the Lessors' agent.
49. The Tenant agrees to remove all rubbish from the premises/complex during tenancy and prior to handing keys/access devices in to the Agent upon vacating. Failure to do so will result in the Tenant being charged in full for a contractors removal/disposal costs.
50. If the Tenant wishes to vacate the premises prior to the expiry date of their lease, this is likely to be treated as a '*break lease*' and the tenant must advise the Agent in writing immediately of their intentions and provide a forwarding postal address. The tenant acknowledges they will be responsible for; but not limited to the following costs (inc GST) :
 - a) Rent to be paid up until the new tenant takes possession or expiry of lease (whichever occurs first)
 - b) The unexpired portion of the leasing fee the owner paid for their tenancy
 - c) Advertising costs to relet the property (approx. \$250-\$300 every 30 days)
 - d) Defaulting database checks for any applicants
 - e) Any rent loss suffered e.g if your rent is \$400 wk, but the new tenant is \$380wk, the \$20 per week rent loss
 - f) Compensation for all reasonable losses or costs that the owner may suffer due to the early termination of the lease by the Tenant(s)

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

The Tenant further acknowledges they are required to continue to pay rent in full & failure to do so carries a \$5,000 fine under the RTA(WA) 1987, and they must also continue to maintain the premises in a clean condition including any lawns and gardens until a new tenant is found or the lease expires (whichever occurs first).

The tenant acknowledges they are responsible to investigate the costs they may be liable to incur in a 'break lease' situation to ensure they are fully informed before choosing to terminate their Tenancy Agreement early. We recommend a tenant seek independent legal advice.

51. Where the property has carpet, the Tenant agrees to have all carpets at the property professionally cleaned at the end of the tenancy, by a duly qualified contractor; approved by the Agent, and provide a receipt to the Agent when returning the keys/access devices. The Tenant agrees to ensure all carpets are thoroughly vacuumed right up to walls/skirting and are free of any dirt or debris, prior to carpet cleaning, otherwise the Agent will arrange for the carpets to be vacuumed and re-cleaned again if necessary, at the Tenants expense. Edison property suggest: The Ultimate Clean – 9330 4920.
52. Where the property is furnished, the Tenant agrees to have any upholstered furnishings (e.g. chair/sofas) professionally cleaned, by a duly qualified contractor at their expense at the termination of the tenancy and provide a receipt to the Agent when returning the keys/access devices. Failure to do so will result in the Agent arranging such cleaning at the Tenant's expense.
53. The Tenant agrees to have curtains and blinds, where applicable, cleaned at their expense by a duly qualified contractor at the termination of the tenancy and to provide a receipt to the Agent, when returning the keys/access devices. Failure to do so will result in the Agent arranging such cleaning at the Tenant's expense.
54. The Tenant has been made aware & agrees to ensure all inventory items are placed back in the same room/cupboard, as identified in the Inventory Report/PCR, otherwise the Tenant will be charged \$88 per hour for a property manager to do this.
55. The Tenant agrees upon vacating to check every room/item against the ingoing Property Condition/Inventory Report to ensure the premises/inventory is returned to the Agent in no less condition than recorded on the Property Condition/Inventory Report (allowing for fair wear and tear -this does not include misuse, poor maintenance, damage or marks that can be removed through cleaning).
56. The Tenant agrees to ensure any outstanding invoices or rent are paid in full and up to date prior to vacating the premises and in the case of a break lease, the tenant continues to pay in full until such time as they are released from their Tenancy Agreement or the Agreement expires. The Tenant acknowledges that refusal to pay rent with the intent of it being deducted from the bond is a breach of Section 52 of the Residential Tenancies Act 1987 and carries a \$5,000 fine, which the Lessor will seek to be enforced.
57. The Tenant acknowledges that when they vacate and return possession of the property to the Agent, a final bond inspection will be undertaken using the Property Condition/Inventory Report.
 - a. The Owner is under no legal obligation to allow the Tenant(s) to return to the property to remedy any items identified at the final bond inspection as being returned in less condition than recorded on the Report, and that falls outside of normal wear and tear. The Agent can arrange for contractors to remedy the items, at the tenant(s) full expense.
 - b. If the Tenant(s) are allowed the opportunity to return to the premises to remedy items, the Tenant(s) acknowledge
 - i. they will be required to return to the property within 24 hours of being advised;
 - ii. they will only have access to the property for the agreed period of time;
 - iii. they will be charged rent in full until all keys/access devices are returned to the Agents office;
 - iv. a reinspection of the property/items will then take place by the Agent;
 - v. Should the item(s) still not be to an acceptable standard, contractors/purchase of items will be arranged at the Tenants(s) expense.
58. If the property is a strata titled property, the Tenant acknowledges, that final consumption readings for gas, water and/or electricity may not be readily available when they vacate, as they are only read periodically (e.g. 2, 3, 6 or 12 monthly). As such, the Tenant acknowledges that when they vacate an amount will be retained from their bond by the Agent to cover consumption usage for utilities. When the reading is issued, should the consumption be less than the funds retained, the Tenant will be refunded the difference. Should the consumption be more than the funds retained, the Tenant will be invoiced for the usage & agree to pay the invoice within 7 days of issue.

Special Conditions to form part of Application/Tenancy Agreement – Annexure A

59. The Tenant agrees that upon vacating they are required to return all keys (including copies of keys the Tenant has cut) and all access devices to staff at Edison Property at 1 Albert St, North Perth during opening hours. At no time is a Tenant to leave keys or access devices in the property or in a letterbox or other location. The Tenant has been advised that failure to follow this clause, will likely result in a locksmith changing all locks at the property at the Tenant's expense. The Tenant acknowledges they are fully responsible for all keys and access devices until they are handed to Edison Property staff in the Edison Property office; and the Tenant has signed the handover documents as proof of exchange. Rent will be charged in full until all keys/access devices are returned to Edison Property's North Perth office staff.

By signing below, you acknowledge that you understand the above conditions. You further acknowledge & agree that the above conditions will form part of a Tenancy Agreement.

Signed

Date

Signed

Date

Signed

Date

Signed

Date