

RENTAL APPLICATION FORM (NEW LEASE)

PRIVATE AND CONFIDENTIAL (PLEASE PRINT IN CAPITAL LETTERS)

TO BE COMPLETED BY OWNER / AGENT

Owners Name:		Owner email:	
Service required:	Procurement	OR	Admin:
Property address:			
Monthly rental:			
Start date of lease:			
End date of lease:			

TO BE COMPLETED BY APPLICATION TENANT

Full name of first application:											Title:	
Marital status:											How Married:	
Date of birth:		ID / Passport no:										
Nationality:												
Present Address:												
Property to be Rented												
Did you view the inside of the above property	Yes / No											
Email:											Cell No:	
Car Registration Number											Tel No:	
Present landlord/agent:											Tel No:	
If less than 1 year, previous landlord/ agent:											Tel No:	
Present employer:											Occupation:	
Business Address:												
Period of employment:											Tel No:	
Monthly income (required in terms of the Rent Act:	R										Nett	
Preferred mode of contact:												
Pets											Specify:	
No. of occupants:											Specify:	
Full Name of Occupant											ID Number	
Full Name of Occupant											ID Number	
Full Name of Occupant											ID Number	
Full Name of Occupant											ID Number	
Full Name of Occupant											ID Number	
Full Name of Occupant											ID Number	
Emergency contact:											Relationship:	
Address:												
Contact Number:												

TO BE COMPLETED BY SECOND APPLICANT TENANT

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.

Second applicant's full name:		Title:	
Marital status:	How Married:		
Date of Birth:	ID/Passport no:		
Nationality:			
Present Address:			
Present employer:	Occupation:		
Business Address:			
Period of employment:	Tel No:		
Monthly Income:	R		
Email:	Cell No:		
No. of occupants:	Specify:		

Applicant's monthly income:	1st Applicant	2nd Applicant (if applicable)
Salary		
Comission (Last 6 months average)		
Maintenance		
Other		
Total monthly income		

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		
Petrol		
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 or agent 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 trade reference/credit regarding the tenant's dealings with the landlord.

I hereby declare 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 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 the following 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 Months CURRENT bank statements
	If SELF EMPLOYED latest financials OR a letter from your auditor Plus 6 months bank statements
	Proof of SARS
	Proof of Payment for Credit Check, as per deposit Breakdown Form

