

TENANT APPLICATION FORM

PROPERTY ADDRESS:			
TYPE OF PROPERTY:	HOUSE: <input type="checkbox"/>	TOWNHOUSE: <input type="checkbox"/>	APARTMENT: <input type="checkbox"/>
OCCUPATION DATE:			
RENTAL AMOUNT:			
RENTAL AGENT:			

TENANT ONE - PERSONAL INFORMATION:			
Surname:		Initials:	
Full Names:		Gender:	Female <input type="checkbox"/> Male <input type="checkbox"/>
Identity no:		Marital Status:	Single <input type="checkbox"/> ANC <input type="checkbox"/> COP <input type="checkbox"/>
Tel no: (H)		Tel no: (W)	
Fax no:		Cell no:	
E-mail :			
Postal Address:			
Physical Address:			
Motor vehicle:		Motor vehicle registration no.:	
TENANT ONE - EMPLOYMENT DETAILS:			
Employers Name/Company Name:			
Physical address:			
Tel no:		Fax no:	
E-mail :			
Occupation:		Gross Income p/m:	
Employee no.:			
Period of employment:	From:	To:	
HR Contact Person:		Tel:	

HR Contact Person Email Address			
BANK ACCOUNT DETAILS			
Name of Bank:			
Account name:			
Account Type:	CHEQUE	SAVINGS	TRANSMISSION OTHER
Account Number:			
Branch Name:		Branch Code:	
CURRENT LANDLORD FOR TENANT ONE			
Name:		Tel no:	
Lease period:	From:	To:	
Reason for termination:			

TENANT TWO - PERSONAL INFORMATION:			
Surname:		Initials:	
Full Names:		Gender:	Female Male
Identity no:		Marital Status:	Single ANC COP
Tel no: (H)		Tel no: (W)	
Fax no:		Cell no:	
E-mail :			
Postal Address:			
Physical Address:			
Motor vehicle:		Motor vehicle registration no.:	
TENANT TWO - EMPLOYMENT DETAILS:			
Employers Name/Company Name:			
Physical address:			
Tel no:		Fax no:	
E-mail :			
Occupation:		Gross Income p/m:	
Employee no.:			
Period of employment:	From:	To:	
HR Contact Person:		Tel:	
HR Contact Person Email Address			
BANK ACCOUNT DETAILS			
Name of Bank:			
Account name:			



Account Type:	CHEQUE	SAVINGS	TRANSMISSION	OTHER
Account Number:				
Branch Name:		Branch Code:		
CURRENT LANDLORD FOR TENANT TWO				
Name:			Tel no:	
Lease period:	From:		To:	
Reason for termination:				

INCOME AND EXPENSES					
Monthly Income	Tenant One:	Tenant Two:	Monthly Expenses:	Tenant One:	Tenant Two:
Basic Salary:			Home Loan/Rent:		
Average Commission:			Utilities:		
Home Subsidy:			Vehicle Instalments:		
Car/Travel Allowance:			Petrol/Travel Costs:		
Average Overtime:			Insurance:		
Rental Income:			Telephone:		
Other: (Specify):			School Fees:		
Other 1:			Groceries:		
Other 2:			Credit Cards:		
Other 3:			Personal Loans:		
Other 4:			Clothing:		
Other 5:			Entertainment:		
SALARY DEDUCTIONS			TV Licence/DSTV:		
PAYE			Medical Aid:		
UIF			Accounts:		
Other			Other:		
Other			Other:		
Total Income:			Total expenses:		

CONSENT CLAUSE:	TENANT ONE
<p>I, _____, the undersigned hereby consents to the payment of R160.00 per applicant upfront as well as authorize the landlord or agent to, at all times: -</p> <ol style="list-style-type: none"> Contact, request and obtain information from any credit provider (or potential credit provide) or registered credit bureau relevant to an assessment of the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant; 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 provide) seeking a trade reference regarding the tenant's dealings with the landlord. I also authorise i-Financial Solutions to access and review my full financial and insurance portfolio. Banking details are as follows: ABSA, Multi Spectrum Property, Account number: 4090546719, Reference: App fee : Property name 	



CONSENT CLAUSE:	TENANT TWO
<p>I, _____, the undersigned hereby consents to the payment of R160.00 per applicant upfront as well as authorize the landlord or agent to, at all times: -</p> <ol style="list-style-type: none"> Contact, request and obtain information from any credit provider (or potential credit provide) or registered credit bureau relevant to an assessment of the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant; 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 provide) seeking a trade reference regarding the tenant's dealings with the landlord. I also authorise i-Financial Solutions to access and review my full financial and insurance portfolio. Banking details are as follows: ABSA, Multi Spectrum Property, Account number: 4090546719, Reference: App fee : Property name 	

NUMBER OF PEOPLE TO OCCUPY THE PROPERTY		
Full Names:	ID Number:	Contact details:
1.		E-mail:
		Tel no:
2.		E-mail:
		Tel no:
3.		E-mail:
		Tel no:
4.		E-mail:
		Tel no:
5.		E-mail:
		Tel no:
NUMBER OF ANIMALS TO OCCUPY THE PROPERTY		
Amount:	Type of animal:	Breed:
1.		
2.		

ALTERNATIVE ADDRESS DETAILS:			
Should you not be able to occupy the PREMISES for any reason whatsoever during the LEASE period, what alternative address could you reside at during this time?			
Full Name:		Tel no:	
Address:		Code:	
REFERENCES: (Non-Relative) TENANT ONE			
Full Name:		Relationship:	
Address:		Code:	
Tel no (H):		Tel no (W):	Cell no:
REFERENCES: (Relative in SA)			
Full Name:		Relationship:	
Address:		Code:	



Tel no (H):		Tel no: (W):		Cell no:	
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REFERENCES:	(Non-Relative) TENANT TWO				
Full Name:				Relationship:	
Address:				Code:	
Tel no (H):		Tel no: (W):		Cell no:	
REFERENCES:	(Nearest Relative in SA)				
Full Name:				Relationship:	
Address:				Code:	
Tel no (H):		Tel no: (W):		Cell no:	

SPECIAL CONDITIONS					
1					
2					
3					
4					
5					

Please note that all special conditions requested are at the discretion of the MSP and/or Landlord. Approval of any conditions shall be reduced to writing

DECLARATION BY JURISTIC TENANT IN TERMS OF THE CONSUMER PROTECTION ACT

The tenant hereby warrants that its asset value or annual turnover is at date of signature hereof *is less than/ exceeds/is equal to the sum of R2 000 000.00 (TWO MILLION RAND)

INITIAL

I confirm that I have seen the interior of the premises and that I am satisfied with the condition thereof.

INITIAL

OR

I confirm that I have not seen the interior of the premises and will accept the property voetstoots.

INITIAL

I confirm that the Rental Agent has not made any verbal guarantees or assurances with regards to the property. Any special request must be reduced to writing as per the above request clause.

INITIAL

I agree that should any maintenance matters arise after/ upon my ingoing inspection, the proper procedures shall be followed as outlined in the lease agreement.

INITIAL

Only requests for maintenance that render the property unliveable will be considered.

INITIAL

The signatories to the TENANT APPLICATION verify that they have read understood and agreed to all above and declare that the information given herein is true and correct.

INITIAL



Signed at _____ on this _____ day of _____ 20 _____

TENANT ONE PRINT NAME

TENANT TWO PRINT NAME

TENANT ONE SIGNATURE

TENANT TWO SIGNATURE

PLEASE ATTACH THE FOLLOWING DOCUMENTATION TO THIS APPLICATION

1. Copy of tenant, co-tenant and occupants identity documents
2. Proof of Residence (FICA)
3. Proof of income for tenant and co-tenant
4. Formal confirmation of employment and period with current employer for tenant and co-tenant
5. Three months bank statements for both tenant and co-tenant (non-internet)
6. Six months bank statements for any tenant who is self-employed (non-internet)
7. Six months bank statements for any tenant who earns commission (non-internet)

STANDARD PROCEDURES WILL BE AS FOLLOWS:

1. The first fully completed and compliant application along with relevant supporting documents shall be given preference
2. Credit assessment shall be done through registered credit bureaus and TPN
3. Lease agreement shall be generated for signature
4. Payment of relevant amounts
5. Appointment schedule for the move-in
6. Move in inspection
7. Handover of keys

ALL MONIES DUE NEED TO REFLECT IN RANK REAL ESTATE'S BANK ACCOUNT BEFORE ANY HAND OVER OF KEYS MAY TAKE PLACE.

