



**P** (08) 9388 9951

**F** (08) 9388 9470

**A** 434 Vincent St West  
West Leederville  
WA 6007

**E:** [reception@elliscorp.com.au](mailto:reception@elliscorp.com.au)

**W:** [www.elliscorp.com.au](http://www.elliscorp.com.au)

## APPLICATION FOR RESIDENTIAL PREMISES

This instruction sheet is to help you when applying for a residential property.

Please read carefully and sign below.

Ensure all applicants have signed in 3 places (Cover page, page 2 of application and initial page 6 of application).

**1. If you have rented from another agency in the past, we require the following details.**

- Name of Agency and Property Manager
- Address of the agency
- Telephone number
- Amount per week paid
- Full address of property
- Period of Tenancy

**2. Employee details:**

- Full name of employer and contact name (Preferable Manager/Supervisor)
- Telephone number
- Length of employment and details of previous employer if less than 12 months with above details
- If self employed, we need proof of income

**3. Personal references:**

- Personal references must not be personal friends or family members
- Telephone numbers for contact during the day.

**4. Requirements**

The following will need to be supplied with your application form:

- Copies of ID for each applicant. Suitable ID includes Drivers License or Passport

**A deposit of 1 week's rent to be paid once accepted as a holding deposit and this must be paid within 2 working days.**

**The deposit is forfeited if you change your mind after the application has been approved.**

Signed Applicant 1 \_\_\_\_\_

Signed Applicant 2 \_\_\_\_\_

Signed Applicant 3 \_\_\_\_\_