

How to secure a rental property



Step 1 – Housing Plan

- **Price** – how much rent can you afford. The rent should not be more than 50% of your income.
- **Location** – certain suburbs are more expensive, especially closer to the city.
- **Health and safety standards** – properties need to meet the standards for your own good



Step 2 – Save for a month rent

- In Australia, you need to pay your rent a month in advance.
- So, you need to save money to pay your first month **rent in advance**.



Step 3 – Search for properties

a. Internet



b. Signs



c. Real estate agent



d. Newspaper



Step 4 – Inspect properties

- After finding properties, you need to inspect them.
- Look for “**open for inspection**” time or call agent to make an appointment
- You cannot apply for a property before inspecting it.



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ACT - TENANCY APPLICATION FORM

Please ensure you have read and completed each page in full and have all required information available when submitting this application.

Please provide an independent TENANCY APPLICATION FORM FOR EVERY occupant 18 years or older.

Applicant Full Name:		
Email		Mobile
Drivers Licence #	Date of Birth	Work Phone
Current Address:		
Landlord / Agent Name		Current Rent p/w \$
Landlord / Agent Phone		Length of Occupancy ____ yrs. ____ mths
Previous Address:		
Landlord / Agent Name		Previous Rent p/w: \$
Landlord / Agent Phone		Length of Occupancy ____ yrs. ____ mths
Occupation:		
Employer Name		Ph.
Length of Employment: ____ yrs. ____ mths <input type="checkbox"/> Casual <input type="checkbox"/> Part Time <input type="checkbox"/> Full Time		\$ <input type="checkbox"/> Gross <input type="checkbox"/> Nett
Nearest Relative:		
Relationship:		Ph.
Personal References :		
Name	Relationship	Ph.

Step 5 – Apply for properties

- Complete an application form

Residential Tenancy Agreement Australian Capital Territory

This agreement is made under the *Residential Tenancies Act 1997* (ACT) and incorporates the 100 'Standard Residential Tenancy Terms' in Schedule 1 of the Act.

DATE
This agreement is made on the following date: ____ / ____ / 20

PARTIES
This agreement is made between:

The Lessor (landlord or head-tenant)
Name: _____ Phone: _____
Email: _____
Address: _____
and

The Tenant(s) (tenant, co-tenants, sub-tenant(s))
Tenant 1
Name: _____ Phone: _____
Email: _____
Address: _____

Tenant 2
Name: _____ Phone: _____
Email: _____
Address: _____

Tenant 3
Name: _____ Phone: _____
Email: _____
Address: _____

Tenant 4
Name: _____ Phone: _____
Email: _____
Address: _____

(attach the names and details of any more tenants to this agreement)

Lessor's Agent (if applicable)
Name: _____ Phone: _____
Email: _____
Address: _____

PREMISES
The residential premises subject to this agreement is:
Address (including unit number, street number and name, unit number, postcode and suburb): _____

MAXIMUM OCCUPANTS
The number of occupants of the premises may not exceed this amount at any one time: _____

Step 6

a. Sign lease/tenancy agreement

Make sure you understand the agreement before you sign. It is a legal document.



Step 6

b. Pay first month rent and bond

Check with your housing worker or case manager if you can get a **bond loan** from Rentstart.



- Agent/owner will provide a report with notes of current condition of the property.
- Check the property before you move in and **add in any damage that is not on the report.**
- The condition report can be used as **evidence** as to who should pay for damage or cleaning



- If you are a Humanitarian Settlement Program (HSP), you may be eligible to get the furniture package.
- Your rent must not be more than 50% of your income
- Your lease must be at least 6 months