

**IMPORTANT NOTES:**

- For each Applicant/Occupant please ensure copies of the following documents accompany this application form. *(please select)*
  - ID document
  - Proof of income - (Payslip and three months bank statements)
  - Proof of current residential address - (i.e. copy of lease, cell phone, clothing, bank or credit card account)
- Completion of this form does not guarantee that you will be accepted as a Lessee as final acceptance is that of the Lessor.
- Successful applicants are notified within three days.
- A R125-00 credit check fee is payable by each adult Applicant once application has been accepted.
- Pets / Animals may **NOT** under any circumstances be kept in or on the premises.
- Please ensure that the application form is completed in full in order to be eligible for consideration.

## SECTION A

**1: ACCOMMODATION APPLIED FOR**

Property name: _____	Unit number: _____
Parking bay number: _____	Garage number: _____
Lease Start date: _____	Lease end date: _____
	Occupation date: _____
<input type="checkbox"/> Number of adults to occupy the premises <b>(Section B to be completed by the First Applicant and Section C for every other.)</b>	
<input type="checkbox"/> Number of children to occupy the premises Age of each child: _____	

## SECTION B

**2: FIRST APPLICANT**

*(For every other occupant a copy of Section C should be completed in full.)*

Mr/Mrs/Ms/Other: _____	Surname: _____	ID number: _____
Full Names: _____		Citizenship: _____
Marital status: <input type="checkbox"/> Not Married <input type="checkbox"/> Antenuptial Agreement <input type="checkbox"/> In Community of Property		Tax number: _____
Do you have a clear credit record? <i>(Yes / No)</i> _____		

**3: CONTACT DETAILS OF FIRST APPLICANT**

Current Address: _____	Telephone: _____
Email address: _____	Mobile: _____
Current Landlord: _____	Landlord Tel: _____
Reason for leaving: _____	Landlord Mobile: _____
Period at Current Address <i>(Years &amp; Months)</i> : _____	Current rental: R _____

**4: MONTHLY INCOME AND FINANCE DETAILS**

Name of Bank: _____	Branch name: _____
Account number: _____	Branch code: _____
Net Monthly Salary R _____	Other Income R _____
Maintenance income R _____	<i>Please specify</i> _____
Make & model of car: _____	
Car Registration No: _____	Outstanding: R _____
Name of Financier: _____	Instalment: R _____
<b>Other accounts: (e.g. Clothing / credit card)</b>	
1 Account name: _____	Outstanding: R _____
2 Account name: _____	Outstanding: R _____

### 5: EMPLOYMENT REFERENCE

Occupation: _____	Period employed: _____
Name of Employer: _____	Telephone: _____
Contact person: _____	Mobile: _____
E-mail address: _____	
Work Address: _____	

### 6: REFERENCES OTHER THAN WORK

● **ONLY PARENTS, FAMILY OR FRIENDS (Not at the same address)**  
 ● **No colleagues or Previous Landlords)**

<b>1</b> Name: _____ Relationship: _____ Address: _____	Home Telephone: _____ Work Telephone: _____ Mobile: _____
<b>2</b> Name: _____ Relationship: _____ Address: _____	Home Telephone: _____ Work Telephone: _____ Mobile: _____
<b>3</b> Name: _____ Relationship: _____ Address: _____	Home Telephone: _____ Work Telephone: _____ Mobile: _____

## SECTION C

7 -  SPOUSE  SECOND APPLICANT  PERSON SHARING (Please select)

Mr/Mrs/Ms/Other: _____ Surname: _____	ID number: _____
Full Names: _____	Citizenship: _____
Marital status: <input type="checkbox"/> Not Married <input type="checkbox"/> Antenuptial Agreement <input type="checkbox"/> In Community of Property	Tax number: _____
Do you have a clear credit record? (Yes / No) _____	

### 8: CONTACT DETAILS OF SECOND APPLICANT

Current Address: _____	Telephone: _____
Email address: _____	Mobile: _____
Current Landlord: _____	Landlord Tel: _____
Reason for leaving: _____	Landlord Mobile: _____
Period at Current Address (Years & Months): _____	Current rental: R _____

### 9: MONTHLY INCOME AND FINANCE DETAILS

Name of Bank: _____	Branch name: _____
Account number: _____	Branch code: _____
Net Monthly Salary R _____	Other Income R _____
Maintenance income R _____	Please specify _____
Make & model of car: _____	
Car Registration No: _____	Outstanding: R _____
Name of Financier: _____	Instalment: R _____

### 9: MONTHLY INCOME AND FINANCE DETAILS (...continue)

<b>Other accounts: (e.g. Clothing / credit card)</b>		
1 Account name: _____	Outstanding:	R _____
2 Account name: _____	Outstanding:	R _____

### 10: EMPLOYMENT REFERENCE

Occupation: _____	Period employed: _____
Name of Employer: _____	Telephone: _____
Contact person: _____	Mobile: _____
E-mail address: _____	
Work Address: _____	

### 11: REFERENCES OTHER THAN WORK

<ul style="list-style-type: none"> <li>● <b>ONLY PARENTS, FAMILY OR FRIENDS (Not at the same address)</b></li> <li>● <b>No colleagues or Previous Landlords</b></li> </ul>		
1 Name: _____	Home Telephone: _____	
Relationship: _____	Work Telephone: _____	
Address: _____	Mobile: _____	
2 Name: _____	Home Telephone: _____	
Relationship: _____	Work Telephone: _____	
Address: _____	Mobile: _____	
3 Name: _____	Home Telephone: _____	
Relationship: _____	Work Telephone: _____	
Address: _____	Mobile: _____	

## SECTION D

### 12: ACKNOWLEDGEMENT

<input type="checkbox"/> <i>I/We hereby confirm that I/we have personally inspected the interior of the premise applied for &amp; accept the condition of the said premises as is</i>		
<input type="checkbox"/> <i>I/We also declare that the above information is accurate and correct.</i>		
<input type="checkbox"/> <i>If the application is successful, I/we agree to sign Daleglen Property Group's standard lease agreement and I/we shall be bound by all the terms and conditions thereof. No agreement of lease shall be deemed to exist between the Lessor and myself until the lease has been signed by, or on behalf of, the Lessor. Draft Agreement of Lease will be forwarded on approved applications only.</i>		
<p><b>By submitting the application form, the applicants hereby consents and authorises the Landlord and Daleglen Property Group (Pty) Ltd to:</b></p>		
<input type="checkbox"/> <i>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 to any registered credit bureau or to any credit provider (Or potential credit provider) seeking a trade reference regarding the applicants dealings with the Lessor.</i>		
<input type="checkbox"/> <i>Furnish information concerning behaviour, profile, payment patterns, indebtedness, whereabouts and creditworthiness to any registered credit bureau or to any credit provider (Or potential credit provider) seeking a trade reference regarding the applicants dealings with the Lessor.</i>		
<b>FIRST APPLICANT</b>	_____	_____
	<i>Initials &amp; Surname</i>	<i>Signature</i>
		<i>Date</i>
<b>SECOND APPLICANT</b>	_____	_____
	<i>Initials &amp; Surname</i>	<i>Signature</i>
		<i>Date</i>

## SECTION E

### 13: HOW DID YOU GET TO KNOW ABOUT DALEGLEN PROPERTY GROUP (PTY) LTD?

<input type="checkbox"/> Daleglen website	<input type="checkbox"/> To Let sign	<input type="checkbox"/> Gumtree	<input type="checkbox"/> Been tenant before	<input type="checkbox"/> Other tenants	<input type="checkbox"/> Friends	<input type="checkbox"/> Newspaper
<input type="checkbox"/> Other referrals (Please specify) _____						

### 14: OFFICE USE ONLY

<u>Monthly rental details</u>		<u>Deposits &amp; Once-off charges</u>	
i013	Flat/House:	R	
			b919 Deposit - Flat:
			R
i014	Garage:	R	
			b919 Deposit - Garage:
			R
i014	Parking bay:	R	
			b919 Deposit - Parking bay:
			R
i022	Store room:	R	
			b919 Deposit - Store room:
			R
<b>TOTAL</b>		<b>R</b>	
			b406 TPN Fees:
			R
			b407 Lease Fees:
			R
			<b>TOTAL</b>
			<b>R</b>