

DATE: DD / MM / YYRR

APPLICATION TO RENT**(COMMERCIAL)**

PLEASE FILL IN ALL DETAILS WHERE NECESSARY AND CIRCLE THOSE OPTIONS THAT ARE APPLICABLE

BUSINESS INFORMATION

NAME OF BUSINESS:		NATURE OF BUSINESS:	
ESTABLISHED IN (DATE):	YYRR	TYPE OF BUSINESS (eg. CLOSE CORPORATION):	
BUSINESS CONTACT NO:		BUSINESS REGISTRATION NO:	
BUSINESS FAX NO:		BUSINESS POSTAL ADDRESS:	
BUSINESS EMAIL:			
BUSINESS WEBSITE:		CODE:	

PERSONAL INFORMATION OF APPLICANT

SURNAME:		FORENAME/S:		GENDER: M / F	
DATE OF BIRTH: DD / MM / YYRR		NATIONALITY:		S.A. CITIZEN I.D. NO:	
IF NOT S.A. CITIZEN, PASSPORT NO:		VISA NO:		NO. OF YEARS IN S.A:	
HOME ADDRESS:		POSTAL ADDRESS:			
CODE:		CODE:			
PHONE(H):		PHONE(W):		PHONE (C):	
HOME LANGUAGE:		EMAIL ADDRESS:			

FINANCIAL INFORMATION (BUSINESS OR PERSONAL)

BANK NAME:		BRANCH NAME:		BRANCH CODE:	
ACCOUNT NO:		TYPE OF ACCOUNT: CHEQUE / SAVINGS / CURRENT / OTHER(SPECIFY)			
CREDIT / DEBIT CARD NO:		CARD TYPE(eg. VISA):		EXPIRY DATE: MM / YYRR	

EMPLOYEES' VEHICLES

	MAKE & MODEL	REGISTRATION NO.	COLOUR	NAME OF OWNER
1				
2				
3				
4				

TRADE REFERENCES & EMERGENCY INFORMATION

TRADE REFERENCES:		COMPANY NAME		CONTACT NO.		CONTACT PERSON NAME & NO. OF YRS KNOWN	
1							
2							
IN CASE OF EMERGENCY, NOTIFY:		NAME & SURNAME		CONTACT NO.		RELATIONSHIP	
1							
2							

PRESENT / PREVIOUS BUSINESS ADDRESS

DO YOU PRESENTLY RENT PREMISES: Y / N		TYPE:		RENTING SINCE: DD / MM / YYRR	
PRESENT RENTAL PER MONTH: R		IS PRESENT RENT UP TO DATE: Y / N		HAVE YOU GIVEN NOTICE: Y / N	
PRESENT LANDLORD / AGENT NAME:		LANDLORD / AGENT CONTACT NO:			
REASON FOR SEEKING NEW PREMISES:					
PRESENT PHYSICAL ADDRESS:					
		CODE:			

BACKGROUND CHECK

HAVE YOU EVER BEEN SUED FOR OUTSTANDING BILLS?:	Y / N	HAVE YOU EVER BEEN SUED FOR EVICTION?:	Y / N
HAVE YOU EVER BEEN BANKRUPT?:	Y / N	HAVE YOU EVER BEEN CONVICTED OF A FELLONY?:	Y / N
HAVE YOU EVER BROKEN A LEASE?:	Y / N	DO YOU HAVE ANY CURRENT OUTSTANDING DEBTS?:	Y / N

APPLICANT AUTHORISATION AND DECLARATION

THE APPLICANT/S HEREBY GRANT/S PERMISSION AT ALL TIMES TO THE LANDLORD / AGENT TO MAKE INQUIRIES VIA TPN AND ITC (OR POTENTIAL CREDIT PROVIDERS) FOR PREVIOUS RENTALS, CREDIT RECORDS, INDEBTEDNESS AND CREDITWORTHINESS. CONSEQUENTLY, THE APPLICANT/S AUTHORISE/S THE LANDLORD / AGENT TO CONTACT PAST & PRESENT LANDLORDS / AGENTS, EMPLOYERS, CREDITORS, CREDIT BUREAU, NEIGHBOURS & ANY OTHER SOURCES DEEMED NECESSARY TO INVESTIGATE THE APPLICANT/S ACCURATELY & FAIRLY.

THE APPLICANT/S HEREBY DECLARE/S THAT THE DETAILS AND INFORMATION FURNISHED IN THIS APPLICATION ARE TRUE, COMPLETE AND CORRECT. THE APPLICANT/S ACKNOWLEDGE/S THAT IF ANY INFORMATION CONTAINED IN THIS APPLICATION, IS FOUND AT ANY TIME TO BE FALSE, THE LEASE AGREEMENT WILL BE IMMEDIATELY CANCELLED.

SIGNATURE OF APPLICANT

DD / MM / YYRR
DATE OF APPLICATION**IMPORTANT**

N.B. ELECTRICITY, CLEANING, WATER, SEWERAGE, PARKING AND OTHER SERVICES ARE CHARGED INDEPENDENT OF MONTHLY RENT. (IF ELECTRICITY WORKS ON A PREPAID SYSTEM THEN VOUCHERS CAN ONLY BE BOUGHT FROM THE LANDLORD OR PROPERTY MANAGER). ALL OTHER SERVICES WILL BE BILLED AT CURRENT MARKET RELATED PRICES, DEPENDING ON USAGE AND LOCATION OF PREMISES.

IMPORTANT

PLEASE FURTHER NOTE THAT LEVIES INVOLVING STAMP DUTIES AND ADMINISTRATION COSTS WILL ALSO BE PAYABLE ON APPROVAL OF THE LEASE AGREEMENT. A DEPOSIT AMOUNTING TO DOUBLE THE MONTHLY RENT AS WELL AS INCLUDING THE FIRST MONTH'S RENTAL IS PAYABLE IMMEDIATELY ON ACCEPTANCE AND SIGNATURE OF THE LEASE AGREEMENT.

*PLEASE SUBMIT THE FOLLOWING DOCUMENTS WITH THIS APPLICATION FORM. THE COMPLETED APPLICATION FORM ALONG WITH THE REQUIRED DOCUMENTS MUST BE FAXED, MAILED OR EMAILED TO THE FAX NO. POSTAL ADDRESS OR EMAIL GIVEN BELOW. ALTERNATIVELY THE APPLICANT CAN PERSONALLY HAND IN THIS APPLICATION FORM AND THE REQUIRED DOCUMENTS AT THE PHYSICAL ADDRESS BELOW.

- ☐ PHOTO COPY OF I.D. / PASSPORT
- ☐ COPY OF BUSINESS REGISTRATION FORMS (I.E. C.C./PTY(LTD)/PTY)
- ☐ PHOTO COPY OF VISA (IF APPLICABLE)
- ☐ PROOF OF RESIDENCE
- ☐ COPY OF 3 MONTH BANK STATEMENT

FOR OFFICE USE ONLY

SHOP / OFFICE #:	ADDRESS:		
# OF KEYS GIVEN:	PROPERTY CODE:		
PROPOSED DATE OF OCCUPATION:	DD / MM / YYRR	TERMS OF LEASE:	
MONTHLY RENT: R	RENT DEPOSIT: R	KEY DEPOSIT: R	OTHER DEPOSIT: R
CREDIT REPORT?: FAVOURABLE / UNFAVOURABLE		OVERALL CREDIBILITY OF INTERVIEWEE?: FAVOURABLE / UNFAVOURABLE	
STAMP DUTIES: R	ADMINISTRATION COSTS: R	APPLICATION #:	



Tel: 011 420 0590
Fax: 086 566 9922
Address: Shop 06, Elgin House
36 Princes Ave
Benoni 1500
Post: P.O. Box 514
Brakpan 1540
Email: renawprop@rocketmail.com