

TENANT APPLICATION FORM

1. PREMISES TO BE LET:

PROPERTY DETAILS _____

RENTAL AMOUNT: R _____ DAMAGES DEPOSIT: R _____

OTHER DEPOSITS: R _____ WATER: R _____

ELECTRICITY: R _____ DATE REQUIRED: _____

LEASE ADMIN FEES: R _____ Incl VAT LEASE PERIOD: _____ MONTHS

2. PERSONAL DETAILS, TENANT:

TYPE OF APPLICANT: SOLE / JOINT / CLOSE CORPORATION / COMPANY / TRUST (circle whichever is applicable)

TITLE: _____ FIRST NAME: _____ SURNAME _____

ID/PASSPORT NO/.: _____ DATE OF BIRTH: _____

MARRIED: YES / NO: ANC / COP / OTHER (circle whichever is applicable)

PHYSICAL ADDRESS: _____

_____ CODE _____

TEL NO (H): _____ TEL NO (W): _____

FAX NO: _____ CELL NO: _____

EMAIL ADDRESS: _____

PERIOD AT CURRENT ADDRESS: _____ (No. of months)

POSTAL ADDRESS (if different to residential address):

P.O.BOX _____ CODE: _____

Will you continue to use this postal address in the future? YES / NO (circle whichever is applicable)

Have you occupied the Premises for more than 2 Years? YES / NO (circle whichever is applicable)

if NO, where did you live before? (PHYSICAL ADDRESS)

PHYSICAL ADDRESS: _____

_____ CODE _____

PRESENT LANDLORD NAME: Mr/s _____

CONTACT NO: _____ (w) _____

EMAIL ADDRESS: _____

EMPLOYER NAME: _____ OCCUPATION: _____

START DATE OF EMPLOYMENT: _____ GROSS INCOME: R _____

MANAGER: _____ TEL NO: _____

TENANTS BANKING DETAILS:

BANK NAME: _____ BRANCH NAME: _____ BRANCH NUMBER: _____

ACC NAME: _____ ACC TYPE: _____

ACC NUMBER: _____

Do you have any JUDGEMENTS AND /OR ANY DEFAULTS? YES/NO Details: _____

CO-APPLICANT / SPOUSE / SURETY DETAILS: (Circle which is applicable)

TITLE: _____ FIRST NAME: _____ SURNAME _____

ID/PASSPORT NO/.: _____ DATE OF BIRTH: _____

TAX REF NO / VAT NO: _____

TEL NO (H): _____ TEL NO (W): _____

FAX NO: _____ CELL NO: _____

EMAIL ADDRESS: _____

EMPLOYER NAME: _____ OCCUPATION: _____

START DATE OF EMPLOYMENT: _____ GROSS INCOME: R _____

MANAGER: _____ TEL NO: _____

3. FAMILY REFERENCE (NEAREST RELATIVE IN SA):

FULL NAME: _____ RELATIONSHIP: _____

PHYSICAL ADDRESS: _____

_____ CODE: _____

TEL NO (H): _____ TEL NO (W): _____

FAX NO: _____ CELL NO: _____

4. REFERENCES (NON-RELATIVE)

FULL NAME: _____ RELATIONSHIP: _____

PHYSICAL ADDRESS: _____

_____ CODE: _____

TEL NO (H): _____ TEL NO (W): _____

FAX NO: _____ CELL NO: _____

5. ALTERNATE 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: _____ RELATIONSHIP: _____

PHYSICAL ADDRESS: _____

_____ CODE: _____

6. OCCUPANT DETAILS:

TOTAL NO. OF OCCUPANTS (INCLUDING APPLICANT): _____ ADULTS: _____ CHILDREN: _____

Name	Surname	Relationship	Sex	ID	Age	Contact No

7. TERMS AND CONDITIONS PERTAINING TO THE TENANT IN RESPECT OF THIS APPLICATION:

- 7.1. I consent to eXp South Africa or their nominated agent making enquiries about my credit record with any credit reference agency and any other party to confirm the information provided by me.
- 7.2. Furthermore, I hereby declare that the details furnished herein are true and correct to the best of my knowledge and belief.
- 7.3. I accept full responsibility for payment of the rental in advance, on the due date, as agreed to in the pursuant LEASE AGREEMENT, of each month from the date stated.
- 7.4. I hereby confirm that I have personally inspected the premises applied for.
- 7.5. All the provisions of this AGREEMENT shall be severable and no provision shall be affected by the invalidity of any other provision.
- 7.6. This AGREEMENT, with its different sections, terms and conditions and forms shall be read to form one AGREEMENT between the LANDLORD and TENANT and shall only be binding upon the signing of the AGREEMENTS by the parties, alternatively representatives of the said parties.
- 7.7. In the event that the signatory accepts this AGREEMENT in a representative capacity, then such person warrants that he or she is duly authorised thereto.
- 7.8. Any information given by the signatory, which is fraudulent and/or purposefully given to mislead the LANDLORD and/or eXp South Africa will be seen as an unlawful act and the LANDLORD eXp South Africa, and or their appointed representative reserves the right to prosecute such party criminally which will cause the AGREEMENT to be null and void.
- 7.9. Should the TENANT default in any manner whatsoever the LANDLORD, eXp South Africa or their appointed representative reserves the right to submit such information to a credit bureau or any similar company to list such party as a default payer and to enforce the terms of this AGREEMENT by instituting legal action against such defaulting party and where appropriate, the LANDLORD, eXp South Africa or their representative reserves the right to prosecute such defaulting party criminally.
- 7.10. The Tenant acknowledges that Cash deposits are not accepted at the offices of eXp South Africa, all cash deposits are to be made directly into the bank account as prescribed by eXp South Africa or as set out in the pursuant LEASE AGREEMENT, and the cost thereof shall be paid by the TENANT.

8. DECLARATION BY JURISTIC TENANT IN TERMS OF THE CONSUMER PROTECTION ACT

(*delete if not applicable)

The TENANT hereby warrants that its asset value or annual turnover as at date of signature hereof * is less than / exceeds / is equal to the sum of R2 000 000,00 (TWO MILLION RAND).

The signatories to this TENANT APPLICATION verify that they have read, understood and agreed to be bound to the terms and conditions contained in it, and declare that the information given herein is true and correct.

The Tenant states below in his/her own handwriting that he/she has read and understood the terms and conditions of this Agreement and that this Agreement has been signed freely and voluntarily.

9. MAGISTRATES COURT

The Debtor agrees to the jurisdiction of the Magistrates Court in terms of Section 45 of Magistrates Court Act 32 of 1944 for the recovery of any amount due in terms hereof or any action resulting hereof.

10. DECLARATION REGARDING PETS

How many pets in total? _____

List the type of pet/s AND age: _____

List the breed, if applicable: _____

In terms of some Body Corporate Rules and Regulations there are certain limitations regarding pets. I hereby acknowledge that the agent has informed me of any applicable restrictions and I will abide by the Body Corporate Rules and Regulations pertaining to pets.

Initial: _____

SIGNED AT _____ ON THIS _____ DAY OF _____ 20 _____

TENANT _____ SPOUSE / CO-APPLICANT _____ SURETY (if applicable) _____

WITNESS: _____ WITNESS NAME _____

AGENT _____ AGENT NAME _____

FOR OFFICE USE ONLY:

ITEM CHECKED / VERIFIED	DETAILS	SIGNATURE	DATE
CREDIT CHECK DONE:	YES / NO _____	_____	_____
EMPLOYMENT CONFIRMED:	YES / NO _____	_____	_____
LANDLORD REF CHECKED:	YES / NO _____	_____	_____
FAMILY REF CHECKED:	YES / NO _____	_____	_____
OTHER REF CHECKED:	YES / NO _____	_____	_____

ANNEXURE B - Schedule of Personal Circumstances			
In Addition to the TENANT, the PREMISES will be occupied by the following persons only:			
Full Name	Relationship to TENANT		

The net monthly household income is R_____ comprising of:

Full Name	Employer	Capacity	net income

1. No persons except those listed above, will reside in the premises at any time during the duration of the Lease.
2. The Occupant's listed above, have the following alternative accommodation available in the event of them being evicted from the PREMISES:

Expenses		Income	
Rent	_____	Salary	_____
Water & Lights	_____	Salary	_____
Telephone	_____	Salary	_____
Cell phone	_____	Salary	_____
Motor Vehicle	_____	Commission	_____
Insurance	_____	Commission	_____
Medical aid	_____	Commission	_____
Groceries	_____	Commission	_____
Entertainment	_____	Other	_____
Petrol	_____	Other	_____
Accounts	_____	Other	_____
School fees	_____	Other	_____
Domestic help	_____		
Credit cards & Loans	_____		
TOTAL	_____	TOTAL	_____

SIGNED AT _____ ON THIS _____ DAY OF _____ 20 _____

TENANT _____ SPOUSE / CO-APPLICANT _____ SURETY (if applicable) _____

WITNESS: _____ WITNESS NAME _____

AGENT _____ AGENT NAME _____