

Noble Knight

Licensed Real Estate Agents Auctioneers and Property Managers

Your Property Our Care

COMMERCIAL TENANCY APPLICATION

www.nobleknight.com.au

Head Office:

246 Main Street (PO Box 422)
LILYDALE, VIC, 3140

P. 03 9735 5677

E. commercial@nobleknight.com.au

Branch Office:

4B, 36 Bell Street
YARRA GLEN, VIC, 3775

P. 03 9730 1788

E. commercial@nobleknight.com.au

Commercial Tenancy Application Form

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



Thank you for choosing Noble Knight Real Estate. In order to provide you with a prompt response to your application, please ensure you have conducted the important points below and attached the relevant documents, as requested.

1. Applicant/s MUST inspect the property they wish to apply for.
2. Directors of any company must complete the application form with their details for a Guarantee & Indemnity.
3. Where there are multiple directors, each Director is required to submit a separate application form.

APPLICANT CHECKLIST

Before I submit this application, I have:

Inspected the property both internally and externally

Completed the application FULLY and attach the following documents:

Proof of Identification e.g.: Driver License, Passport or other Photo ID

Business Registration Certificate (if applicable)

Our agency will contact you within 2-3 business days with an answer, providing a complete application has been received.

If you are the successful applicant, you will be contacted and arrangements will be made for you to attend our office and sign your new lease agreement within 48 hours of acceptance. This is important to secure the property as it will continue to be available to other applicants until this is done.

Essential Services Connection powered by Beevo



Take the hassle out of connecting utilities like power, internet, waste & phone lines for your new commercial property.

To view our privacy policy please visit: www.beevo.com.au

A representative will be in contact with you within 24 hours to discuss your requirements.

No please don't contact me, I will make alternate arrangements.

Our Commercial Property Management Team

Brad Knight
0427 301 538
brad@nobleknight.com.au

Lauren Hendriks
03 9735 5677
commercial@nobleknight.com.au



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Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.

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A. AGENCY DETAILS

NOBLE KNIGHT REAL ESTATE

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B. RENTAL PROPERTY DETAILS

1. Address of property?

	Postcode

2. Preferred commencement date?

	Day		Month		Year
--	-----	--	-------	--	------

3. What is your preferred term?

--

4. What is your intended use of the property?

--

C. PERSONAL DETAILS

5. Please give us your details.

Mr Ms Miss Mrs Other

Surname

--

Given name/s

--

Date of Birth

--

Driver's license number

--

Driver's license expiry date

--

Driver's license state

--

Passport number

--

Passport country

--

6. Please provide your contact details.

Home phone number

--

Mobile phone number

--

Email address for all correspondence and tax invoices

--

7. What is your current residential address?

--

--

8. Are you renting? YES / NO

Owner? YES / NO

9. If you are renting, please provide details of your managing agent.

Company Name

--

Contact Number

()

D. DECLARATION

I hereby offer to rent the property from the Lessor under a Commercial Lease Agreement, to be prepared by the Agent or Lessor's Legal Representation. Should this application be accepted by the Lessor, I agree to enter into a Commercial Lease Agreement, pursuant to the Lease Agreement and any relative Legislation.

I acknowledge that this application is subject to the approval of the Lessor. I declare that all information contained in this application, including the reverse side and any supporting documentation provided, is true and correct and given of my own free will.

I declare that I have inspected the premises, am not bankrupt and do not have any legal disputes against me.

I authorise the Agent to obtain personal information about me from, but not limited to:

- The Lessor or Agent of my current or previously leased premises;
- My personal referees and employer/s;
- Any record listing or database of defaults by renters such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting:

NTD: 1300 563 826

TICA: (02) 9743 1800

TRA: 1300 360 992

If I default under the Lease Agreement, I agree that the Agent may disclose details of any such default to a Tenancy Default Database, Debt Collection Agency, and/or to Agents/Rental Providers of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- Communicate with the Lessor and select a Lessee;
- Prepare Commercial Lease documentation;
- Allow Tradespeople or equivalent organisations to contact me;
- Lodge/claim/transfer to/from a bond authority or bank;
- Refer to Tribunals/Court & Statutory Authorities (where applicable);
- Refer to collection agents/lawyers (where applicable);
- Complete a credit check with NTD (National Tenancies Database) or equivalent organizations;

I authorise the disclosure of information in my application to Beevo for the purpose of contacting relevant utility providers to transfer the properties applicable utilities into my name if my application is successful.

If your personal information is not provided to us, and you do not consent to the uses to which we put your personal information, we cannot properly assess the risk to our client, or carry out duties as professional property managers. Consequently, we cannot provide you with the Lease/Tenancy of the premises.

X Sign Here

Date

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E. BUSINESS DETAILS

10. Company name to be nominated on the agreement.

11. Australian company numbers.

 (ABN) (ACN)

12. How long has the business been in operation?

13. What is your current business address?

 Postcode

When did you move there?

When did you leave?

Agent or Landlord's Name

Agent or Landlord's Contact Number ()

14. What was your business address prior to the above?

 Postcode

When did you move there?

When did you leave?

Agent or Landlord's Name

Agent or Landlord's Contact Number ()

F. GUARANTEE AND INDEMNITY

Please provide the particulars of the Guarantors to be listed as part of the Agreement. Guarantors will be required if the agreement is to be placed in a company name.

15. Guarantor Number 1

First Name

Last Name

Address

 Postcode

Home/work Phone Number

Mobile

 ()

Email

16. Guarantor Number 2

First Name

Last Name

Address

 Postcode

Home/Work Phone Number

Mobile

 ()

Email

G. EMERGENCY CONTACT

17. Please provide a contact in case of emergency.

First Name

Last Name

Relationship to you

Mobile number

H. REFERENCES

18. Please provide contact details for business/personal referees.

First Name

Last Name

Address

 Postcode

Home/Work Phone Number

Mobile

 ()

Email

Relationship to you

19. Second business/personal referees.

First Name

Last Name

Address

 Postcode

Home/Work Phone Number

Mobile

 ()

Email

Relationship to you

I. PLEASE NOTE

All payments must be made by direct deposit, using the reference number supplied, upon acceptance of the application. Keys will not be handed over until the date the lease commences, has been signed by all applicants and all monies have been received as cleared funds, including the bond.

Your application will be submitted to the Lessor/s for their consideration. This is always the Lessor/s decision. Lessors are entitled to reject an application without providing a reason.

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the Lessor and/or the Agent should any circumstances arise whereby the property is not available for occupation on the lease commencement date.

OFFICE USE ONLY

Received by:

Date Received: