



Volkspele Drive 17
 Pellissier
 Bloemfontein, 9301
 C/o Mr. HJA de Waal
 P.O Box 32867, Fichardt park
 Bloemfontein, 9317
 Tel: 051 813 9120
 admin@properlet.co.za
 www.properlet.co.za

RENTAL APPLICATION FORM FOR RESIDENTIAL PREMISES

APPLICANT 1 & 2

PROPERTY NAME:

Occupation Date:	
Occupation Term:	12 Months
Monthly Rent: (Only)	R0.00

Contract & Admin Fee:	R1200.00
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Rental Deposit (Month Rent):	R0.00
Key Deposit:	R1000.00
Move-in Inspection Fee:	R250.00
Exit Inspection Fee:	R250.00

Water Deposit:	R0.00	
Electricity Deposit:	R0.00	
TOTAL:	Directly Payable At: Properlet	R2700.00
TOTAL:	Directly Payable At:	R0.00

The Following is Payable: If Applicable:

Sanitation: (Payable Monthly) By Applicant/s	NO	R0.00	Current Rate
Refuse: (Payable Monthly) By Applicant/s	NO	R0.00	Current Rate

Required From Applicant 1 & 2

SUPPORTING DOCUMENTS TO BE ATTACHED WITH THIS APPLICATION FORM

1. RSA ID Document / Passport
2. Payslips x 3 OR
3. x 3 Month's Bank Statements

***NO APPLICATION WILL BE PROCESSED UNLESS COMPLETED WITH ALL SUPPORTING DOCUMENTATION.**

***AN APPROVED APPLICATION DOES NOT GUARANTEE YOU THE PROPERTY.**

***APPLICATION FORM - TO BE COMPLETED AND SEND BACK WITHIN 48 HOURS FROM DATE SEND/RECEIVED. IF NOT: Application Form Will Be Declared In Valid and Non-Existing.**

Completed Application Form With Supporting Documents Must Be Send To:

* admin@properlet.co.za

* **Delivered To:** Properlet Office, 17 Volkspele Drive, Pellissier, Bloemfontein

ALL DEPOSIT/S, CONTRACT & ADMIN FEE AND FIRST MONTHLY RENTAL AMOUNT IS PAYABLE BEFORE PROPERTY CAN BE OCCUPIED.

***Ready To Pay? YES / NO**

***Can You Afford To Pay All Required Obligations Per Month? YES / NO**

NO KEYS, REMOTES, TAGS, OR ANY OTHER ITEM WILL BE PROVIDED TO TENANT/S WITHOUT PAYMENT REFLECTING IN PROPERLET RENTAL AGENCY'S BANK ACCOUNT. NO EXCEPTIONS.

By Applying and The Completing Of This Form You The Applicant/s Including Occupants Confirm That The Property/Premises Was Viewed YES / NO and That You Accept The Property/Premises In The Condition It Stands and Confirm It Is Suitable, Including Parking Space/s.

Signatures Required Of Applicant 1 & 2 & Occupant/s:

Who Will Be Staying At The Property For The Whole Period Of The Lease?

If The Person/s are Different From The Applicant/s Paying Please Complete: (Required)



Occupant 1 (To Contact For The Purpose Of Obtaining Access To Inspect Property/Premises / Repairs / Other)

Full Name:	
Surname:	
ID Number:	
Cell:	
E-mail:	
Relationship:	

Occupant 2 (To Contact For The Purpose Of Obtaining Access To Inspect Property/Premises / Repairs / Other)

Full Name:	
Surname:	
ID Number:	
Cell:	
E-mail:	
Relationship:	

Pets: Number Of Pets Owned: (All Pets Must Wear a Collar & A Tag - Required)

Cats:		Male / Female	Small S / Medium S / Full Grown
Dogs:		Male / Female	Small S / Medium S / Full Grown
Other: (Specify)			

Have you Inquired From The Rental Agent If Above Pets are Allowed? YES / NO

Approved & Consent Given By The Owner Of The Property? YES / NO

Should a **Body Corporate** Be Applicable To The Property **It is Required** That You **Obtain Written Permission From Body Corporate That The Above Pets are Allowed.** Such Proof Must Be Send To Properlet Rental Agency: admin@properlet.co.za

Should You Get a Pet During Any Time of Occupation You are Required To Apply For Permission First For Approval.

To Be Completed: How Many Will Be Staying At The Property For The Whole Period Of The Lease? (Required)



Number of Adults:	
Number of Children:	
Children's Ages:	/ / / / /

Number Of Vehicles: (Parking)

Colour & Type:	Registration Nr:
Colour & Type:	Registration Nr:
Colour & Type:	Registration Nr:

Do You Confirm That The Parking Space The Property is Offering is Suitable? YES / NO

Vehicles May Not Be Parked Elsewhere Accept Where Indicated.

Does Any Person Smoke?	NO / YES / Occasionally
Does Any Person Drink Alcohol?	NO / YES / Occasionally But Within Reason
Will Loud Music Be Played At Any time?	NO / YES / Occasionally But Within Reason
What Type of Person/s Will Be Occupying?	Peaceful / Loud / Average / Quiet

Please Note No Tolerance Will Be Indulged Should Any of The Above Be Received In a Form of a Complaint From Anyone Including Other Loud Noises That May Cause a Disturbance.

PLEASE NOTE: Occupant/s (Applicant 1 & 2) Will Only Use The Premises/Property As a Place Of Residence and Shall Not Be Entitled To Use The Premises/Property For The Purpose Of Conducting Any Business Without First Obtaining The Consent Of The Owner and If a Body Corporate Is Applicable In Writing.

Are Personal Belongings Being Brought On To The Premises/Property Insured? YES / NO

Herewith Applicant 1 & 2 / On Behalf Of Occupant 1 & 2 / Other Valid Occupants Confirm That No Claim Will Be Brought Against The Owner or Rental Agency For Any Loss or Damage To Personal Belongings Brought On To The Premises/Property.



DETAILS OF APPLICANT 1

Full Name/s:	
Surname:	
ID Number:	
Passport Number:	
Date of Birth:	
Nationality:	

Marital Status:	Single	Married	Divorced	Widow	Engaged
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If Married:	In Community of Property	Out of Community of Property
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Personal Contact Details: (All Required)

Cell:	Cell / Home:
Email:	
Physical Current Address / Postal Address:	

Employment Details:

Employed: YES / NO	Self-Employed: YES / NO
Company Name:	
Occupation:	
Current Employer:	
Period of Employment:	

Have You Ever Had Any Judgements / Defaults Granted Against You? YES / NO
If Yes, Please Give Details:

Work Contact Details: (All Required)

Work:	Cell:
E-mail:	
Physical Work Address:	

Are You The Owner Of The Property Where You are Currently Staying? YES / NO	
If No, Please Provide The Following Information:	
Rental Paid:	
How Long Rented:	
Name of Rental Agent / Landlord:	
Contact Number: (Required):	

Banking Details: Will Monthly Rent & Obligations Be Paid From This Bank Account? YES / NO

Bank:	Account Holder Name:	
Branch Code:	Branch:	
Account Number:		Type:

Rental Payment Method: (Choose An Option)

	CASH DEPOSIT/S (2% Banking Fees Payable Per Transaction) (Payable By Applicant)
	DEBIT ORDER (Can Arrange With Own Bank) or (Ask For a Pay Prop Debit Order Form)
	EFT (Electronic / Internet Transfers (No Additional Banking Fees Payable)

Affordability Details: Can You Afford To Pay All Required Obligations Per Month? YES / NO

Gross Monthly Salary (Before Deductions & Tax):	
Salary Payment Date:	
Current Monthly Expenses:	



DETAILS OF APPLICANT 2

Full Name/s:	
Surname:	
ID Number:	
Passport Number:	
Date of Birth:	
Nationality:	

Marital Status:	Single	Married	Divorced	Widow	Engaged
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If Married:	In Community of Property	Out of Community of Property
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Personal Contact Details: (All Required)

Cell:	Cell / Home:
Email:	
Physical Current Address / Postal Address:	

Employment Details:

Employed: YES / NO	Self-Employed: YES / NO
Company Name:	
Occupation:	
Current Employer:	
Period of Employment:	

Have You Ever Had Any Judgements / Defaults Granted Against You? YES / NO
If Yes, Please Give Details:

Work Contact Details: (All Required)

Work:	Cell:
E-mail:	
Physical Work Address:	

Are You The Owner Of The Property Where You are Currently Staying? YES / NO	
If No, Please Provide The Following Information:	
Rental Paid:	
How Long Rented:	
Name of Rental Agent / Landlord:	
Contact Number: (Required):	

Banking Details: Will Monthly Rent & Obligations Be Paid From This Bank Account? YES / NO

Bank:	Account Holder Name:	
Branch Code:	Branch:	
Account Number:		Type:

Rental Payment Method: (Choose An Option)

	CASH DEPOSIT/S (2% Banking Fees Payable Per Transaction) (Payable By Applicant)
	DEBIT ORDER (Can Arrange With Own Bank) or (Ask For a Pay Prop Debit Order Form)
	EFT (Electronic / Internet Transfers (No Additional Banking Fees Payable)

Affordability Details: Can You Afford To Pay All Required Obligations Per Month? YES / NO

Gross Monthly Salary (Before Deductions & Tax):	
Salary Payment Date:	
Current Monthly Expenses:	



I / We Declare That The Information Given In This Application Form Is True and Correct To The Best of My/Our Knowledge and That I / We Have Not Failed To Provide Any Information Not Allowed The Application To Be Successful.

I / We Agree and Allow The Landlord (Owner) or Agent At All Times To:

1. Contact, Request and Obtain Information From Credit Provider (or potential credit provider) or registered Credit Bureau That May Be Necessary To Assess My/Our Behaviour, Profile, Payment Patterns, Indebtedness, Whereabouts, and Creditworthiness.
2. Furnish Information Concerning The Behaviour, Profile, Payment Patterns, Indebtedness, Whereabouts, and Creditworthiness of Me/Us To Any Registered Credit Bureau or To Any Credit Provider (or potential credit provider) seeking a Trade Reference Regarding My/Our Dealings With The Landlord (Owner) or Agent.

(SIGNATURES REQUIRED OF BOTH HUSBAND & WIFE, OR PERSONS SHARING)

SIGNED AT: _____ ON THIS _____ DAY OF _____ YEAR _____

APPLICANT 1

OCCUPANT 1

SIGNED AT: _____ ON THIS _____ DAY OF _____ YEAR _____

APPLICANT 2

OCCUPANT 2

