



Pure Property Management Australia Pty Ltd  
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Thank you for expressing interest to apply for one of our commercial properties. Please provide the following information to enable us to proceed with your application:

**Part One**

Property:

Rent Per Annum:

Outgoings Payable:

Term of Lease:

Approximate Start Date:

Security: Three months' rent

**Part Two**

Please submit a summary of the details the Applicant. This should include (but not limited to)

- If the lease is to be in the name of a company:
  - Full company name
  - ABN
  - A copy of the ASIC search of the registered company
  - Full names of every director of the company and a copy of their drivers' licence
  - Current residential addresses for every director and proof of these
  - Contact details of every director (phone and email)
  - A list of each director's assets and liabilities and proof of each (this could include - council rate notices, car registration, bank statements, mortgage statements, credit card statements)
  - Who will be the guarantor(s) for the lease? If they are not a director of the company the above will need to be supplied by them also
  - At least two trade references
  
- If the lease is to be in personal names:
  - Full names of each and a copy of their drivers' licence
  - Current residential addresses for each and proof of these
  - Contact details of each (phone and email)

- A list of each person's assets and liabilities and proof of each (this could include council rate notices, car registration, bank statements, mortgage statements, credit card statements)

- **Current Rental History:**

Is the company currently operating from another leased premise? If yes, please provide a copy of the existing lease, contact details for owner, and proof of regular rent payments (preferred tenancy ledger)

If not, does the application rent residentially anywhere? If yes, please provide details

**Part Three**

- Provide a brief description of the history of the business
- Provide the proposed use of the premises

**Part Four**

- Provide any proposed tenants or landlord works

**Part Five**

- Provide both your solicitor and accountant details

**Part Six**

Declaration by applicant/s

I/We the undersigned, certify that the information contained in this application is true and correct. We hereby authorise the letting agent to use the information contained in this application to contact any and all parties needed in order to assess our suitability to lease premises and I/We authorise any person or company listed in this application to supply any information requested by the agent.

I/We certify that no company director or shareholder has, in the last 5 years been declared bankrupt, insolvent or entered into any arrangement for the repayment of overdue debts.

I/We understand that the information in this application will be used by the agent and owner to assess the suitability to lease premises and will be kept by the agent on file throughout the life of the lease plus 5 years afterwards and may be used to assist in debt collection/court proceedings should they be required.

Signed:

Date:

\_\_\_\_\_  
Name:

Position:

\_\_\_\_\_  
Name:

Position: