



## COMMERCIAL/RETAIL TENANCY APPLICATION

PROPERTY ADDRESS

\_\_\_\_\_

LESSEE NAME/S OR COMPANY NAME

\_\_\_\_\_

GUARANTORS

NAMES/NUMBERS/ADDRESS

\_\_\_\_\_

\_\_\_\_\_

ABN AND/OR

ACN

\_\_\_\_\_

REGISTERED FOR GST : (Please circle) YES / NO

**PLEASE ATTACH THE FOLLOWING DOCUMENTS FOR EACH GUARANTOR:**

- Drivers Licence
- Bank statements/savings/Capital
- Employment Payslips/Tax Returns
- Bank card and Medi care Card
- Residential and Commercial Rental Ledgers

**SOLICITOR'S DETAILS**

Company Name

\_\_\_\_\_

Contact

\_\_\_\_\_

Address

\_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_ Mobile \_\_\_\_\_

**LESSEE TRADING DETAILS :**

Years trading \_\_\_\_\_ (please attach bank statement)

Locations \_\_\_\_\_

Agent / Landlord contact information :

\_\_\_\_\_

Period leased for

\_\_\_\_\_

(Please attach tenant ledger if you are renting or council rates if owner occupier)



## OFFER TO LEASE

Rental	
Lease term	
Outgoings	
Rent review	
Bond	
Set up time	
List of works and renovations by lessee	
Contribution to lessee works by owner	
Works to be done by owner	