



Property Management

RENTAL APPLICATION FEE

Bank Details:

Account Name: Valumax Property Management

Bank: ABSA

Branch Code: 632005

Account Number: 4 090 706 606

Reference Number: (ID number) for individual
(Company registration number) for company

Amount: R 215.00 (Individual)
R 375.00 (Company)

Send proof of payment to:

lizelle@valumaxrentals.co.za

TEL: 011 463 8882 or 0861 24 21 21

FAX: 0862 169 390

RENTAL APPLICATION

MAIN APPLICANT:

| # | DOCUMENT | TICK |
|-----|---|------|
| 1. | Clear copy of ID / Front & Back of Smart ID Card | |
| 2. | <u>Salary Earner</u> | |
| 2.1 | 3 Month's Consecutive Payslips | |
| 2.2 | 4 Month's Stamped Bank Statements | |
| 3. | <u>Weekly, Commission, Overtime & Bi-weekly Earner</u> | |
| 3.1 | 6 Month's Consecutive Payslips | |
| 3.2 | 7 Month's Stamped Bank Statements | |
| 4. | Latest proof of residence (not older than 3 months) | |
| 5. | Marriage Certificate (if applicable) | |
| 6. | Married in Traditional Law with/without a Contract | |
| 7. | Divorce Decree (if applicable) | |
| 8. | Anti-Nuptial Contract (if married out of community of property – if applicable) | |

CO-APPLICANT:

| # | DOCUMENT | TICK |
|-----|---|------|
| 1. | Clear copy of ID / Both sides of Smart Card | |
| 2. | <u>Salary Earner</u> | |
| 2.1 | 3 Month's Consecutive Payslips | |
| 2.2 | 4 Month's Stamped Bank Statements | |
| 3. | <u>Weekly, Commission, Overtime & Bi-weekly Earner</u> | |
| 3.1 | 6 Month's Consecutive Payslips | |
| 3.2 | 7 Month's Stamped Bank Statements | |
| 4. | Latest proof of residence (not older than 3 months) | |
| 5. | Marriage Certificate (if applicable) | |
| 6. | Married in Traditional Law with/without a Contract | |
| 7. | Divorce Decree (if applicable) | |
| 8. | Anti-Nuptial Contract (if married out of community of property – if applicable) | |



Property Management

NOTES TO ADMIN OFFICE:

UNIT CHOICE #

1) _____

2) _____

3) _____

Initial



Property Management

VALUMAX PROPERTY MANAGEMENT (PTY) LTD

APPLICATION FOR RENTAL PROPERTY

PERSONAL INFORMATION OF MAIN APPLICANT:

Surname: _____

Full Names: _____

Date of Birth: _____ Identity Number: _____

Cell: _____ Work: _____ Home: _____

Email Address: _____

Residential Address: _____

Current Owner / Renting Agent: _____ Tel: _____

Period at current address: _____ years and _____ month/s

P.O. Box: _____

Next of Kin Name: _____ Tel: _____

Number of Dependents: _____

| | | | | | |
|-------------------|------------------------|-------------|----------------------------------|-----------------------------------|------------------------------------|
| √ Tick applicable | Marital Status: | Single | Married in Community of Property | Married out Community of Property | Traditional Law with a Contract |
| | | Co-habiting | Divorced | Widow / Widower | Traditional Law without a Contract |

CURRENT EMPLOYMENT INFORMATION OF MAIN APPLICANT:

Company / Employer's Name: _____

Employer Address: _____

Contact Person: _____ Tel: _____

Occupation: _____ Gross Income p/m: _____

| | | | | | |
|-------------------|--------------------------|---------|--------|-----------|------------|
| √ Tick applicable | Income frequency: | Monthly | Weekly | Bi-Weekly | Commission |
|-------------------|--------------------------|---------|--------|-----------|------------|

Period Employed: _____ years and _____ month/s

Initial



Property Management

If less than 1 year, please confirm **previous** employment:

Company / Employer's Name: _____

Employer Address: _____

Contact Person: _____ Tel: _____

Occupation: _____ Gross Income p/m: _____

Period Employed: _____ years and _____ month/s

BANKING DETAILS OF MAIN APPLICANT:

Bank: _____ Account No: _____

Branch Name: _____ Branch Code: _____

CREDIT ACCOUNT REFERENCES:

| # | Company | Account Number | Contact Number | Contact Person |
|----|---------|----------------|----------------|----------------|
| 1. | | | | |
| 2. | | | | |

Car Registration Number: _____

PERSONAL INFORMATION OF SPOUSE / CO-APPLICANT:

Surname: _____

Full Names: _____

Date of Birth: _____ Identity Number: _____

Cell: _____ Work: _____ Home: _____

Email Address: _____

Residential Address: _____

Current Owner / Renting Agent: _____ Tel: _____

Period at current address: _____ years and _____ month/s

P.O. Box: _____

Next of Kin Name: _____ Tel: _____

Number of Dependents: _____

Initial

| | | | | | |
|-------------------|------------------------|-------------|----------------------------------|-----------------------------------|------------------------------------|
| √ Tick applicable | Marital Status: | Single | Married in Community of Property | Married out Community of Property | Traditional Law with a Contract |
| | | Co-habiting | Divorced | Widow / Widower | Traditional Law without a Contract |

CURRENT EMPLOYMENT INFORMATION OF CO-APPLICANT:

Company / Employer's Name: _____

Employer Address: _____

Contact Person: _____ Tel: _____

Occupation: _____ Gross Income p/m: _____

| | | | | | |
|-------------------|--------------------------|---------|--------|-----------|------------|
| √ Tick applicable | Income frequency: | Monthly | Weekly | Bi-Weekly | Commission |
|-------------------|--------------------------|---------|--------|-----------|------------|

Period Employed: _____ years and _____ month/s

If less than 1 year, please confirm **previous** employment:

Company / Employer's Name: _____

Employer Address: _____

Contact Person: _____ Tel: _____

Occupation: _____ Gross Income p/m: _____

Period Employed: _____ years and _____ month/s

BANKING DETAILS OF CO-APPLICANT:

Bank: _____ Account No: _____

Branch Name: _____ Branch Code: _____

CREDIT ACCOUNT REFERENCES:

| # | Company | Account Number | Contact Number | Contact Person |
|----|---------|----------------|----------------|----------------|
| 1. | | | | |
| 2. | | | | |

Car Registration Number: _____



Property Management

FAMILY MEMBERS' INFORMATION:

The premises will be occupied by _____ (number of persons), solely for residential purposes.

Persons: Adults: _____ Children under 18: _____

NOTE THE MAXIMUM NUMBER OF PERSONS THAT ARE ALLOWED TO OCCUPY ANY UNIT:

4 ADULTS or

3 ADULTS AND 2 CHILDREN UNDER 10 or

2 ADULTS AND 4 CHILDREN UNDER THE AGE OF 10

Children's Information

| NAME | AGE | SCHOOL (If applicable) | GRADE (If applicable) |
|------|-----|------------------------|-----------------------|
| | | | |
| | | | |
| | | | |
| | | | |

APPLICATION FOR PROPERTY:

Name of Complex: _____

Occupation date: _____ / _____ / 20____

| | | |
|------------------------------|---------|---|
| Rent | R 4 680 | R |
| Rent Deposit | R 4 680 | R |
| Water Deposit | R 220 | R |
| Monthly Parking Fee | R 155 | R |
| Monthly Refuse / Sewerage | R 155 | R |
| Application Fee – Individual | R 215 | R |
| Application Fee – Company | R 375 | R |
| Contract Fee | R 850 | R |
| Rental Renewal Fee | R 425 | R |
| Outgoing Inspection Fee | R 320 | R |
| | | |
| <u>TOTAL</u> | | R |

Initial

CREDIT INFORMATION AND CONSENT CLAUSE:

The Tenant hereby consents to and authorizes the Landlord or Valumax Property Management, at all times to:

1. contact, request and obtain information from any credit provider (or potential credit provider) or registered credit bureau relevant to an assessment of the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the Tenant;
2. furnish information concerning the behavior, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the Tenant to any registered credit bureau or to any credit provider (or potential credit provider) seeking a trade reference regarding the Tenant's dealings with the Landlord.

Valumax Property Management (PTY) LTD is affiliated to a TPN Credit Bureau, a registered credit bureau. All account payment profiles, patterns and behaviour is recorded monthly with the credit bureau for the purposes as per the National Credit Act.

The tenant consents to pay an amount of **R 215.00 (for an individual application)** and **R 375.00 (for a company application)** (non-refundable) which fee is the applicable fees for the above credit checks and application processing.

Supporting documents to be attached to the application:

- ID Document / ID Card smart card (front and back)
- Latest 3 months' bank statements (if commission/overtime 6 months)
- Latest 4 months' salary slips (if commission/overtime 6 months)
- Proof of residence no older than 3 months
- Marriage Certificate / Divorce Decree / ANC Contract

SIGNED ON THIS _____ DAY OF _____ 20____

SIGNATURE OF APPLICANT

SIGNATURE OF SPOUSE / CO-APPLICANT

WITNESS