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| **Tenant Reference Checklist** | logo Property Hard file black.png |
|  |  |
| Tenant name |  |
|  |  |
| Agency |  |
|  |  |
| Property Address |  |

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| PREVIOUS TENANCY DETAILS |
|  |
| Was the applicant listed as a tenant and took part of the signing of the tenancy agreement? | ***[ ]* Yes*****[ ]* No** |
|  |
| Were there any complaints from the neighbours? | ***[ ]* Yes *[ ]* No** |
|  |
| Did the tenant make excessive maintenance requests? | ***[ ]* Yes *[ ]* No** |
|  |
| Was the tenant easy to deal with and co-operative? | ***[ ]* Yes *[ ]* No** |
|  |
| Were there any concerns during these inspections we should be aware of? | ***[ ]* Yes *[ ]* No** |
|  |
| Were there any pets kept on the premises | ***[ ]* Yes *[ ]* No** |
|  |
| If vacated, did the tenant leave the interior of the property clean and tidy? | ***[ ]* Yes *[ ]* No** |
|  |
| If vacated, did the tenant leave the exterior of the property clean and tidy? | ***[ ]* Yes *[ ]* No** |
|  |

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| TENANCY RENT AND BOND |
|  |
| During the tenancy was the tenant ever in arrears? | ***[ ]* Yes *[ ]* No** |
|  |
| Was the bond refunded in full?If no. deductions were for ***[ ]* Rent *[ ]* Damages *[ ]* Cleaning  *[ ]* Other Deductions** | ***[ ]* Yes *[ ]* No** |
|  |
| Amount of rent paid? |  |
|  |

|  |
| --- |
| NOTES AND FURTHER DETAILS |
|  |
| Would you rent a property to this tenant again? | ***[ ]* Yes *[ ]* No** |
|  |
| How would you rate this tenant from 1-10? |  |
|  |

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| --- |
| PROPERTY MANAGER DETAILS |
|  |
| Property Manager Name: |  |
|  |
| Date: |  |
|  |
| Please save your document and send to dian@sunlandproperty.com.au.**PLEASE ATTACH THE TENANT LEDGER** |