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RESIDENTIAL

APPLICATION TO LET

Application

No: **RA**

To be used when making initial payment

Ref. No:

Agent:

Applicant Details

First Names:

Nationality:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Work Tel No.:

E-mail:

Marital Status: Married: Single: In Community of Property: Out of Community of Property: (If married in community of property the applicant's spouse will be required to sign as co-applicant.)

Accommodation

Building: Unit No.: Unit Type: Bachelor 1 Bed:

Rental Amount: R Occupation Date: / / No. of Occupants: 2 Bed: 3 Bed: Studio:

Parking (if applicable) Bay No.: Car Reg. No.: Car Make: Deposit Choice: Standard 5%:

Next of Kin

First Names: Surname:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Alt. Tel No.:

E-mail:

Employment Details (To be confirmed by HR Manager or Direct Manager)

Current Employer: Occupation:

Length of Service: Years Months Net Salary: R HR / Direct Manager:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Tel No.:

E-mail:

First Names:

Nationality:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Work Tel No.:

E-mail:

Marital Status: Married: Single: In Community of Property: Out of Community of Property: (If married in community of property the applicant's spouse will be required to sign as co-applicant.)

First Names:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Alt. Tel No.:

E-mail:

Current Employer: Occupation:

Length of Service: Years Months Net Salary: R HR / Direct Manager:

Physical Address: Street No.: Town: Suburb: Code:

Cell No.: Tel No.:

Bank: Branch Name: Branch Code: Account No.:

Signature:

Newspaper: Which:

Flyer: Where:

Billboard: Where:

Friend or Relative: Who:

Other: Specify:

Returning Tenant: Which building previously:

I have read the Terms and Conditions on reverse side

AFHCO LEASE STANDARD TERMS AND CONDITIONS

You are about to complete an application to rent one of Afhco's apartments. In order for us to process your application as quickly as possible, please ensure that all requested information (including supporting documents as listed below) is included as part of this application and submitted to Afhco.

If you require assistance in completing this application form, please contact us at 08600 11 111 or 08611 23426.

- 1. Please note that a R1150 admin fee is payable on application and is non-refundable, unless your application is declined by Afhco. This amount is subject to change annually at Afhco's discretion.**
- 2. Admin fees will not be refundable under the following conditions: -**
 - **You decline to take occupation after approval;**
 - **You provide incomplete / fake / fraudulent documentation.**
- 3. PLEASE DO NOT HAND CASH TO ANY AFHCO AGENTS OR STAFF. ALL PAYMENTS MUST BE MADE DIRECTLY INTO OUR BANK ACCOUNT BY THE APPLICANT, AS AFHCO WILL NOT BE HELD RESPONSIBLE SHOULD THIS NOT BE DONE.**
- 4. Supporting documents required:**
 - Latest payslip;
 - Certified identity document / passport of applicant & spouse / partner (If applicable);
 - Original bank statements (last 3 to 6 months);
 - Affidavit (If applicable);
 - Work permit or proof of eligibility to be in South Africa (if applicable);
 - Marriage certificate; and
 - **Original proof of payment of admin fee.**

**** Certified copies will be required where no original provided. This does not apply to a deposit slip.**
- 5. The Applicant(s) authorise Afhco to contact, request, and obtain information from any credit provider (or potential credit provider) or registered credit bureau OR RENTMASTER that may be necessary to assess the behaviour, profile, payment patterns, indebtedness, whereabouts and creditworthiness.**
- 6. Afhco in no way guarantees that this application will be successful.**
- 7. On approval of this application you will be required to sign a lease agreement with Afhco.**
- 8. All terms and conditions will be contained in the lease agreement and this will be carefully explained to you prior to signing.**
- 9. No agreement will exist until such time as the lease agreement has been signed and you will not be able to move into your unit.**
- 10. By signing this application form you acknowledge that all information contained in this document and all supporting documents is true and correct.**

DEPOSIT TERMS

- 1. You have the option to select to pay a standard deposit with your lease or to pay an additional 5% rental each month.**
- 2. Where a tenant elects not to pay a standard deposit, Afhco reserves the right not to accept such choice after full consideration of the application, including the applicant's credit history. This is at the sole discretion of Afhco.**
- 3. Rent will remain increased at 5% for the duration of your lease agreement.**
- 4. Legal proceedings may still be instituted against you should you vacate the premises with a balance outstanding.**
- 5. You may also be blacklisted on credit bureaus as a bad tenant which could affect your ability to rent or obtain credit in future.**