

Pretor Group

How To Guide For Rentals Applications

A Step-By-Step Guide to completing the
application form

1. Acknowledgement Section

This is where the application process begins. The rental amount and address come's pre-populated.

Application for Rental Property

APPLICATION FOR RENTAL PROPERTY

I/We

hereby apply to rent residential property ("the Premises") from the Land Owner.

The address of the Premises is: **179 BLUEBERRY**

Rental Amount: **R7500** Lease Period (Months): Occupation Date:

2. Personal Details Section

The Applicants need to enter their personal details below in full unless stated otherwise. All countries have been added for nationality. Emails and phone numbers need to be valid for them to be accepted.

DETAILS OF THE FIRST PERSON APPLYING TO RENT THE PROPERTY

PERSONAL DETAILS

<p>Full name: <input type="text"/></p> <p>Nationality: <input type="text" value="--Select Nationality--"/></p> <p>Telephone (Work): <input type="text"/></p> <p>Email: <input type="text"/></p> <p>Next of Kin: <input type="text"/></p> <p>Your current residential address:</p> <table border="1" style="width: 100%;"><tr><td>Street</td></tr><tr><td>Suburb</td></tr><tr><td>City</td></tr><tr><td>Province</td></tr><tr><td>PostalCode</td></tr></table>	Street	Suburb	City	Province	PostalCode	<p>ID/Passport Number: <input type="text"/></p> <p>Date of Birth: <input type="text" value="yyyy/mm/dd"/></p> <p>Telephone (Cellular): <input type="text"/></p> <p>Marital status: <input type="text" value="Married In Community Of Property"/></p> <p>Next of Kin Telephone: <input type="text"/></p> <p>Do you own the property where you currently stay? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
Street						
Suburb						
City						
Province						
PostalCode						

If the applicant does not own the current property that they are living in they would need to provide the details of their current Landowner as shown below.

Do you own the property where you currently stay?

Yes No

If NO, please complete the following:

Name of Land Owner/Agent:

Land Owner Telephone Number:

Land Owner Email:

Rental amount paid:

How long have you lived there (Months):

Files that are uploaded need to be smaller than 5mb.



FILE SIZE TOO LARGE. PLEASE REDUCE THE SIZE OF YOUR FILE TO SMALLER THAN 5 MEGA BYTES. "AIDEN_231006_091825.PDF" IS NOT IN THE CORRECT FORMAT.

Files that are have long filenames need to be shortened.



FILENAME TOO LONG. PLEASE SHORTEN YOUR FILENAME TO LESS THAN 50 CHARACTERS. "A1. CHANGE IN DETAILS OF NOMINEES FOR RETIREMENT FUNDS.PDF" IS NOT IN THE CORRECT FORMAT.

Filetypes need to be in PDF format.



WRONG FILE TYPE, ONLY PDFS ARE ALLOWED. "SCREENSHOT 2023-10-25 AT 10.42.06.PNG" IS NOT IN THE CORRECT FORMAT - ONLY PDFS ARE ALLOWED.

If an applicant marks their marital status as “Married in community of property” then there is a MANDATORY personal details section for the spouse to complete as shown below.

DETAILS OF THE SPOUSE OF THE FIRST APPLICANT TO RENT THE PROPERTY

PERSONAL DETAILS

<p>Full name: <input type="text"/></p> <p>Nationality: <input type="text" value="--Select Nationality--"/></p> <p>Telephone (Work): <input type="text"/></p> <p>Email: <input type="text"/></p> <p>Next of Kin: <input type="text"/></p> <p>Do you stay with your married partner? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Your current residential address:</p> <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="padding: 2px;">Street</td></tr><tr><td style="padding: 2px;">Suburb</td></tr><tr><td style="padding: 2px;">City</td></tr><tr><td style="padding: 2px;">Province</td></tr></table>	Street	Suburb	City	Province	<p>ID/Passport Number: <input type="text"/></p> <p>Date of Birth: <input type="text" value="yyyy/mm/dd"/> <input type="button" value="📅"/></p> <p>Telephone (Cellular): <input type="text"/></p> <p>Next of Kin Telephone: <input type="text"/></p> <p>Do you own the property where you currently stay? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
Street					
Suburb					
City					
Province					

The spouse would have a slightly different form to complete where they can choose if they stay with their partner or not and to choose whether they are currently employed or not. If they are staying with their partner then the spouse only needs to upload her ID.

Do you stay with your married partner?

Yes No

RSA ID or Passport

No file chosen

EMPLOYMENT DETAILS

Are you currently employed?

Yes No

More applicants can be added or removed to the form as shown below.

3. General Details Section

There are a few general details to fill in and complete.

GENERAL DETAILS	
Who will be staying at the Premises for the whole period of the lease? (Note: No subletting allowed)	
Will you be occupying the property:	
<input checked="" type="radio"/> Yes <input type="radio"/> No	
Number of adults:	<input type="text"/>
Number of children:	<input type="text"/>
Number of pets owned:	<input type="text"/>
Type:	<input type="text"/>
	(Approval Required)
Number of vehicles at premises:	<input type="text"/>
Have you/either of you ever had any judgements/defaults granted against you?	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
Have you seen the property?	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
Do you want to upload extra Supporting Documents?	
<input type="radio"/> Yes <input type="radio"/> No	
Upon acceptance by the Land Owner/Pretor and the presenting of an Agreement of Lease, I/We agree to pay the admin fee which will be discounted to R900.00 if all fees are paid within 48 hours of approval of the application.	
Admin Fee:	R 1200.00 <i>Single Application</i>
Admin Fee:	R 1450.00 <i>Joint application or company</i>

If you are not occupying the property yourself please enter the details of the person who will be staying in the property.

Will you be occupying the property:

Yes No

Other Tenant Full Name:

Other Tenant Cell Number:

Other Tenant Email:

If you need to add supporting documents to strengthen your application, you can add up to three extra files. They also need to be smaller than 5mb and have a filename size of less than 50 characters and only PDF's are allowed.

Do you want to upload extra Supporting Documents?

Yes No

Supporting Document 1 (Not Required)

No file chosen

Supporting Document 2 (Not Required)

No file chosen

Supporting Document 3 (Not Required)

No file chosen

4. Declarations Section

A signed declaration is needed to finish up the application process. The user must sign it and click the green save button to save his signature. Each applicant needs to provide their signature. If the user wants to upload a digital signature that they have saved on their device, they may do this if they click on the upload signature blue button.

Signed by the applicants at on this the day of 2023

First Applicant Signature



Second Applicant Signature



Only Images and PDF's are allowed.

Second
Applicant
Signature

Choose File No file chosen

Use signature pad

Once you are done filling out the form you may click the submit button. If any data is missing, you will be notified and directed to which section the data is missing or incorrect.

APPLICATION MISSING DATA

APPLICATION ACKNOWLEDGEMENT MISSING INFO

- Enter the Occupation Date in Acknowledgment of Application section

FIRST APPLICANT MISSING INFO

- Enter the Occupation of the first applicant
- Enter the Gross Monthly Salary of the first applicant
- Enter the Current Monthly Expenses of the first applicant
- Enter the Employers Street Address of the first applicant
- Enter the Employers Suburb Address of the first applicant
- Enter the Employers City Address of the first applicant
- Enter the Employers Province Address of the first applicant
- Enter the Employers Postal Code of the first applicant
- Select the 3 Month Bank Statements Attachment of the first applicant

GENERAL DETAILS MISSING INFO

- Enter the Age of the Third child

Ok

When all the data has been validated please wait while all the data is being processed and stored.



UPLOADING DOCUMENTS AND DATA. PLEASE WAIT...