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Residential Tenancy Application Form

Proposed Property: Rent per WEEK: \$.....
 Length of Tenancy: 3 mths, 6 mths, 12 mths,mths(other)..... Tenancy to Commence:...../...../20.....

 Family/Last Name: Other Names:
 Date of Birth: Marital Status: 18+ Card Number:
 Driver's Licence Number: State:..... Vehicle Registration Number:
 State of Registration: Make & Model:..... Car / Motorbike (*circle one*)
 Occupation: Medicare Number:
 Current Address: P/Code:
 Home Phone Number: Work Phone Number:
 Mobile Phone Number: E-mail address:

The properties managed by this office are protected by a Barclay MIS Risk Management Plan. Before any application will be considered, you must achieve a minimum of 100 points:

Source	Pts.
If you owned your own property copy of rates notice	50
Your Last FOUR (4) Rent Receipts	50
Drivers Licence	40
Photo ID	30
Passport	30
Current Car/Motorbike Registration Papers	10
Minimum 2 References from previous Landlord / Agent	20
Copy of Phone, Gas, or Power Accounts: each	10
Copy of Birth Certificate	10
Total Number of Points	

NB: The Applicant, by signing this Application, hereby authorises the Agent to make and retain copies of the documents referred to above.

Calculations (*Office Use Only*):

Fast Track Search Certificate #:
 Furnished / Unfurnished (*circle one*)
 Rent: \$ Per:
 Term of Tenancy: From: / / 20.....
 To: / / 20.....
 Bond 4 weeks @ \$ = \$
 Lodged/...../.....
 Residential Tenancy Preparation Fee: \$
 Reservation Fee: \$
 Number of Weeks' Rent in Advance:
 @ \$
 = \$
 Total to be Paid by Applicant \$

Note: Weekly Rent represents% of Nett Income.

All Applicants for this tenancy are referred to Barclay MIS for a FastTrack Tenancy Database Search.

NSW applicants, if a holding deposit is paid and the application is withdrawn, the Landlord is entitled to withhold an amount of that deposit equal to the period the property was held.

Financial Status:.....

Are you an Undischarged Bankrupt?..... Yes No (circle)

If You Are Employed:.....

Employer's Name : _____

Address : _____

Phone : _____ P/code: _____

Length of Employment : _____ Fax: _____

Nett Wkly Income (excl.Overtime) : _____ Commenced: _____

If employed there for less than 6 months, previous employer's name : _____

Address : _____ P/code: _____

Phone : _____ Fax: _____

Length of Employment : _____ Commenced: _____

Employed as : _____

If You Are Self -Employed or Own Your Own Business:.....

Registered Name of Business : _____

ABN : _____

What does your Business do? : _____

Address : _____

Personal Nett Income/Week : _____ P/code: _____

Name of Accountant : _____

Accountant's Phone Number : _____ Fax: _____

How Long in this Business : _____

List one major creditor : _____ Phone: _____

If You Are A Student:.....

Name of Learning Institution : _____

Faculty/Department : _____

Student Union Number : _____

Student Identification (ID) Number : _____

Income Source : _____

Nett Weekly Income : _____

If You Receive A Centrelink Payment.....

Type of Payment & CRN : _____

Total Centrelink Payment / Fortnightly : _____

Your Rental History:.....

Current Landlord/Agent's

Name : _____

Phone Number : _____

Rent per Week & Period Rented : _____

Bond Refunded? & If Not, Why Not? : _____

Address: _____

Reason for Leaving : _____

Previous Landlord/Agent's

Name : _____

Phone Number : _____

Rent per Week & Period Rented : _____

Bond Refunded? & If Not, Why Not? : _____

Address: _____

Reason for Leaving : _____

Your References:

Complete all 5 reference blocks below. Your FIVE (5) references to include:

- (1) Your parents or guardians.
- (2) Your nearest relative not living with you.(other than parents/guardians)
- (3) At least two (2) permanent residents of Australia, other than those above.
- (4) If self employed, at least one (1) established trade or business reference.

#1:Name : _____
 Address : _____
 Home Phone Number : _____
 Work Phone number : _____
 Mobile Phone Number : _____
 Relationship & Known for How Long? : _____

#2:Name : _____
 Address : _____
 Home Phone Number : _____
 Work Phone number : _____
 Mobile Phone Number : _____
 Relationship & Known for How Long? : _____

#3:Name : _____
 Address : _____
 Home Phone Number : _____
 Work Phone number : _____
 Mobile Phone Number : _____
 Relationship & Known for How Long? : _____

#4:Name : _____
 Address : _____
 Home Phone Number : _____
 Work Phone Number : _____
 Mobile Phone Number : _____
 Relationship & Known for How Long? : _____

#5:Name : _____
 Address : _____
 Home Phone Number : _____
 Work Phone Number : _____
 Mobile Phone Number : _____
 Relationship & Known for How Long? : _____

Will Adults & dependants reside at the property?

Yes / No (For all Yes/No answers, circle applicable response)

If "YES", their Full Names & Ages (eg: John-12):

Do you have any Pets? Yes / No . Type: Breed:

Are they registered? Yes / No Registration Details:.....

Do you own a lawnmower? Yes / No

Disclaimer / Authority

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and/or conducting any enquiries and/or searches with regard to the information and references supplied in this application

I, the said applicant, do solemnly and sincerely declare that I am over 18 years of age and have read and understand the contents of this agreement and have the competence and capacity to enter into this agreement. I further confirm and declare that:-

I have inspected the property located at

1. I have of my own accord decided that I wish to rent the aforementioned property commencing/...../..... for a period of
2. I have been informed, understand and agree that the rental for the said property is to be \$.....per week and is within my means of support.
3. (i) I have been informed, understand and agree the rental for the said property is to be paid every.....and is to be paid by the due date at all times.
(ii) I have been informed, understand and agree that the lessor/agent will carry out an inspection on the property on a basis and I further warrant that I will cooperate fully to allow this inspection to be carried out on abasis.
4. I have been informed, understand and agree that the bond for the aforesaid property will be \$..... and I further authorise the letting agent to attend to all details regarding the lodgement of the said rental bond with the appropriate authority
5. I have been informed, understand and agree should the full amount of the bond not be paid by the signing of the Tenancy Agreement, I authorise the letting agent to apply all or part of the subsequent rental payments to be apportioned to finalising of the rental bond for the aforesaid property
6. I have been informed, understand and agree that the acceptance of my application is subject to a satisfactory report being obtained from information supplied on the fully completed Tenancy Application submitted by me.
I further consent to the agent carrying out any enquiries necessary to process my application for tenancy.
7. I have been informed, understand and agree that should the Landlord be put to any expense or expend any moneys during the currency of the Tenancy Agreement or at the expiration of the Tenancy Agreement as a consequence of a breach by me in the performance and observance of the obligations under the Tenancy Agreement (including but not limited to: evictions, payment of rent, maintenance of the premises, making good damage to the premises), that all and any such moneys expended by the Landlord shall be recoverable from me and payable by me, including, but not limited to, legal fees, mercantile agents fees, accountants fees, etc.
8. I further consent to the agent disclosing all personal information that they may hold for the purpose of
 - a) listing my name with a data base as a result of a tribunal order or multiple breach notices,
 - b) enforcing a tribunal order,
 - c) commencing recovery action in relation to any debt owed as a result of outstanding rent, repairs and / or damage that occurred or occurs during my period of tenancy.
9. I have been informed and understand that this property may be covered by a Barclay MIS risk management plan and in this case, I further consent to the agent supplying my personal information to BARCLAY MIS Pty Ltd.
10. I have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application unless the application is declined as a result of my name being listed with a tenancy data base.
11. I have been informed, understand and consent to the agent supplying all necessary information, as may be required, to any Tenancy Data Base/s that they use, subject to the Tenancy Data Base/s complying with the provisions of the Privacy Act. I have read, understood and accept the attached Privacy Statement.
12. I have been informed, understand and acknowledge that the agent has the contact details for the Tenancy Data Base/s they use and that the agent will supply these contacts should I request the contact details.

Applicant's Name:

Applicant's Signature: Dated :/...../20.....
Form BDB TAF 001 Iss 11, 22/10/2007

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it's easy and it's FREE

elderslennoxhead.com.au

Elders

Direct Connect

Your Free No Obligation Connection Service

Address: Shop 8, 63-65 Ballina Street Lennox Head NSW

Phone: 02 6687 6155

Fax: 02 6687 6186

Email debbie@elderslennoxhead.com.au

Web: www.elderslennoxhead.com.au/

Step 1	Step 2	Step 3
Select the utilities you would like connected by ticking the relevant boxes below.	Fill out the relevant details on this form, sign it and lodge it with your property manager.	We will call you within 24 hours (except on weekends and public holidays), to confirm your details and connection timings.

Please tick utilities as required

Electricity Gas Pay TV Insurance
Internet Phone Removalist

Name of Applicant	
Address For Connection	
Postcode	
Contact Phone Number	Date Of Birth
CONNECTION DATE	

DECLARATION AND EXECUTION: By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue [for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made]; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services.

By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form.

Signature: Date:

**P: 1300 664 715 F: 1300 664 185 W: www.agents.directconnect.com.au
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