

Tenancy Application Form

A. PROPERTY DETAILS

1. Address of Property: Rent \$

1. \$

2. \$

2. Lease Commencement Date: Lease Term

3. How many tenants will occupy the property?:

Adults Children

| Names | Age |
|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |

Pets? Yes / No Pet Type Age

Breed Registration number

4. Please give us your personal details

| | |
|---|---|
| Surname <input type="text"/> | Given Name/s <input type="text"/> |
| Date of Birth <input type="text"/> | Driver's licence number <input type="text"/> |
| Driver's licence expiry date <input type="text"/> | Driver's licence state <input type="text"/> |
| Passport no. <input type="text"/> | Passport country <input type="text"/> |
| Pension no. (if applicable) <input type="text"/> | Pension type (if applicable) <input type="text"/> |
| Home phone number <input type="text"/> | Mobile phone number <input type="text"/> |
| Work phone number <input type="text"/> | Fax number <input type="text"/> |
| Email address <input type="text"/> | |

B. Employment History

5. What is your occupation?

What is the nature of your employment? (circle)

FULL TIME PART TIME CASUAL

Employer's name (accountant if self employed or institution if student)

Employer's address (accountant if self employed or institution if student)

Contact name Phone no.

Length of employment Years Months Net Income \$ PW / PF / PM

6. Please provide your previous employment details

Occupation?

Employer's name

Address: Shop 8/63-65 Ballina Street Lennox Head NSW 2478

Phone: (02) 6687 6155 Fax: (02) 6687 6186

Email: realestate@elderslennoxhead.com.au

C. APPLICANT HISTORY

7. What is your current address?

8. How long were you at this property Weekly Rent Paid/repayment amount

9. Why are you leaving this address?

10. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone number Landlord/agent's Fax number

11. What was your previous residential address?

12. How long were you at this property Weekly Rent Paid/repayment amount

13. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone number Landlord/agent's Fax number

D. REFERENCES

Please provide 2 personal references not related to you, not employers or on this application

1. Surname Given name/s

Relationship to you Phone no.

2. Surname Given name/s

Relationship to you Phone no.

E. EMERGENCY CONTACT

15. Please provide a contact in case of emergency not going to be living at the property

1. Surname Given name/s

Relationship to you Phone no.

2. Surname Given name/s

Relationship to you Phone no.

F. UTILITY CONNECTIONS

This is a FREE service that connects all your utilities and other services.

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- | | |
|-------------|-------------------|
| Electricity | Cleaners |
| Gas | Insurance |
| Phone | Removalist |
| Internet | Truck or van hire |
| Pay TV | |



Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

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

Signature Date

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. www.directconnect.com.au

G. IDENTIFICATION CHECK

Prior to any tenancy application being considered each applicant is required to produce sufficient identification. A separate application form must be completed for each resident over the age of 18 years.

Please supply all documents listed below:

- Drivers/passport/proof of age card
- 3x payslips/Centrelink statement
- Utility Account/Motor vehicle registration
- Bank statements (last 2 months)
- Medicare card
- Tax return (if self employed)
- Council rates (if owner of property)

Income to rent % must be 35% or less

Rent divided by Total income for all applications times 100 for %

EG \$500 (rent) divided by \$1500 (income) = 33%

Car Registration

Other vehicles that will be at this property (including caravans, trailers)

H. PAYMENT DETAILS

I apply for approval to rent the premises referred to in this form. I acknowledge that my application will be referred to the Landlord of the property for their approval and if the application is approved, a Residential Tenancy Agreement for the premises will be prepared. I declare that I am not bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the premises and wish to apply for tenancy of the premises for a period of months, at a rental of \$ per week.

I undertake to pay the monies detailed below by a

Rental Bond (4 weeks rent):

First payment of 2 weeks rent

Total

If a holding fee is being paid on the property, the following conditions will apply:

1. A holding fee will only be accepted once an application has been approved by the landlord.
2. The Holding Fee of \$, is equivalent to one week's rent to reserve the premises in favour of you for the period of seven days/
3. That during this period, the premises will not be reserved for any other applicant, nor will a Holding Fee be received from any other applicant.
4. The Holding Fee will be paid towards the initial rent for the premises.
5. That should the applicant decide not to proceed, the Landlord may retain the full amount of the holding deposit.
6. That the Holding Fee will be banked into a Trust Account and any refund given will be by way of cheque.

Elders Lennox Head Property Management, acting for the landlord of the premises, acknowledges receipt of the above application and the accompanying Holding Fee and agree:

1. To reserve the premises for the period in accordance with the conditions above stated.
2. To prepare a Residential Tenancy Agreement for the premises

Signature

Date

I. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826
- TICA: 1902 220 346
- TRA: (02) 9363 9244

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with NTD (National Tenancies Database)

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.

Signature

Date