

APPLICATION FOR RESIDENTIAL TENANCY

Part 1: Details of Rental Property you are applying for

Which property are you applying for?.....

What is your preferred rental term? ☐ 6 months ☐ 12 months

Preferred Start date?.....

How many people will be staying at the property? ☐ Adults ☐ Children

Children Ages.....

Other occupants not on the lease:

.....

.....

Part 2: Applicant details (EACH APPLICANT TO FILL OUT A FORM)

Surname..... Given Names.....

Have you been known by any other name(s)? ☐ Yes ☐ No

If yes, what other name(s) have you been known by?.....

DOB:Age:..... D/Lic No..... State of Issue.....

Passport No..... 18+Card No.....

Home Ph:.....Work Ph:.....

Mobile No:..... Email:.....

Australian Resident? ☐ Yes ☐ No - If no, Visa Type?.....

Number of Cars, boats, trailers etc to be housed at the property.....

Car Type:..... Registration No:.....

Do you smoke? ☐ Yes ☐ No

Do you intend to keep pets at the property? ☐ Yes ☐ No



Part 3: Pets

Pet 1: Type Breed..... Desexed?.....

Pet 2: Type Breed..... Desexed?.....

Pet 3: Type Breed..... Desexed?.....

Additional:

.....

.....

.....

Part 4: Address History

1. Current address.....

☐ Own ☐ Rent ☐ Board

Period of occupancy.....Rend Paid \$.....

Reason for leaving?.....

Name of Agent or Owner.....

Ph:.....Email:.....

Is the owner a Personal Friend or Relative? ☐ Yes ☐ No

If yes, what relationship?.....

2. Previous address.....

☐ Own ☐ Rent ☐ Board

Period of occupancy.....Rend Paid \$.....

Reason for leaving?.....

Name of Agent or Owner.....

Ph:.....Email:.....

Is the owner a Personal Friend or Relative? ☐ Yes ☐ No

If yes, what relationship?.....



Part 5: Employment history

Are you employed? ☐ Yes ☐ No

Employment status ☐ Full time ☐ Part time ☐ Casual ☐ Contract ☐ Self Employed.

Occupation:..... After Tax weekly income \$.....

Employer..... Period Employed.....

Employers Address..... Phone no.....

If self employed, Accountants name.....

Phone no.....

Previous employment history

Occupation.....

Employer.....

Period of employment.....

Employment status ☐ Full time ☐ Part time ☐ Casual ☐ Contract ☐ Self Employed.

Part 6: Centrelink payments

Are you receiving any Centrelink payments? ☐ Yes ☐ No

Total Income (per fortnight) \$.....

Type of payments.....



Part 8: Personal references

Please do not list relatives, another applicant or parnters and provide business hours contact numbers

Referee 1:.....Relationship.....

Address:.....Phone no.....

Referee 2:.....Relationship.....

Address:.....Phone no.....

Referee 3:.....Relationship.....

Address:.....Phone no.....

Part 9: Emergency Contact

Next of kin:.....Relationship.....

Address:.....Phone no.....

Part 10: Supporting documents

Identification (please provide copies of 100 points of identification)

Points must be made up from each of sections A, B and C as shown

A. 50 points

Passport
Full birth certificate
Citizenship certificate
Bank Statement

B. 25 Points

Aust drivers licence
Student ID
Proof of age card
Dept Veteran Affairs card
Centrelink card
Proof of age card
State/Federal Gov. photo ID

C. 25 Points

Medicare/health care card
Council rates notice
Motor vehicle registration
Telephone/electricity/gas account
Credit card statement



Part 10 cont.

Proof of Income

You are also required to supply proof of your income upon submission of your application.

Employed: Last TWO pay slips

Self employed: Bank statements, Group Certificate, Tax return or Accountants ledger

Not employed: Centrelink statement/s showing details of all current benefit payments

Part 11: Applicant Declaration

Have you ever been evicted by an Agent/landlord?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain.....	
Is there any reason that could affect my ability to pay rent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain.....	
Was the rental bond for my last address refunded in full?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please explain what deductions were made.....	
Do you have any outstanding debt to another Agent/landlord?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount \$..... Reason:	

Part 12: Authority & Declaration of Applicant

I authorize the landlord's agent

a] to check with my previous or current employer, my previous or current landlord/agent, and the referees named as my suitability as a tenant;

b] to request and receive from any tenancy recording services and from other real estate agencies information regarding my previous tenancies; and

c] to report any details of the tenancy to any Tenancy Recording Services as the Agent deems necessary, including breaches of the tenancy agreement or positive references.

d] I am not a bankrupt or undischarged bankrupt or insolvent and declare the information in this application is true and correct.

E] I have inspected the subject premises and accept them as inspected.

APPLICANT'S SIGNATURE:_____ **DATE:**_____



Part 13: Bond Agreement

I undertake to pay a rental bond of \$_____ (4 weeks rent) :

On approval of application a **non-refundable** holding deposit equal to 1 weeks rent must be paid within 24 hours of approval. Once the Holding Deposit has been paid, the Landlord undertakes not enter into a residential tenancy agreement for the premises with any other person within 14 days of payment of the fee, unless the tenant notifies

Tenants Acknowledgement

I _____ applying for the property at _____ hereby acknowledge that I have viewed the above property and am willing to accept the property in its current condition and cleanliness **OR** would like the following cleaning or maintenance carried out before my application is approved.

Print Name: _____ Signature: _____

Date: ____ / ____ / ____



Direct Connect is a FREE service that can connect you to the following utilities and services in your new home



☐ YES

I consent to:

- First National Tamworth providing my personal information to Direct Connect including name, address, email and phone number.
- Direct Connect contacting me in relation to my utilities and service connections.
- Direct Connect obtaining metering information for the premises I am moving to.

Applicant 1

Signature	Date
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Applicant 2 (if applicable)

Signature	Date
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Name	Phone
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ONE CALL WILL SAVE YOU TIME AND EFFORT

We are Australia's No. 1 Moving Services Company. Over the last 14 years, we have helped more than 1 million people move house and we would love to help you too!

With just one call, our free, no-obligation service can help you connect all your services from the moment you move in, so you can focus on enjoying your new home.



Privacy Policy & Disclosure

THIS PRIVACY POLICY MUST BE READ AND SIGNED BEFORE YOUR APPLICATION WILL BE PROCESSED.

First National Real Estate Tamworth respects your right to privacy. We are bound by the National Privacy Principles contained in the Privacy Act 1988. Those principles regulate most of our activities with respect to personal information collected, stored, used and disclosed by us. In our agency business, we use personal information collected from tenants and applications for tenancy in the following ways.

Tenants/Prospective Tenants:

Personal information is collected from tenants or potential tenants in the course of a tenancy application and any subsequent tenancy as is necessary for the agent to verify the potential tenants' identity, to process and evaluate the application and to manage the tenancy.

Personal information collected in the application and during the course of the tenancy, including through property inspection reports, may be disclosed to other parties including to the landlord, employment & personal referees, as well as to tradespeople, owner's corporations, government & statutory authorities, financial institutions, other agents, operators of tenancy reference databases and to third parties as required by law. If the tenant fails to comply with their obligations under the tenancy agreement that fact may also be disclosed to the landlord, other agents and operators of tenancy databases. If this information is not provided we may not be able to process the application.

We will only disclose the above-mentioned information to the parties as required to perform our duties under any agreement to achieve the purposes specified above and to provide an effective service, or otherwise allowed under the Privacy Act 1988.

Real Estate and tax laws require some of the above-mentioned information to be collected. If the information is not provided we may not be able to act effectively or at all.

I, _____ authorize the agent to disclose personal information contained in my application to the lessor, credit providers, tenant default agencies and references names on the application and understand this can include information about my credit worthiness, credit standing, credit history or credit capacity. I agree that once a Tenancy Agreement has been entered into, should I fail to comply with my obligations under the agreement, such failure may be disclosed to third party operators of credit default registry or other agents.

Signature of Applicant for Tenancy Date: ____/____/____

Signature of Agent Date: ____/____/____