



## Tenancy Application Form



### LINK REAL ESTATE

Shop 7/10 Shuter Avenue, Thurgoona

02 6043 3322

[reception@linkrealestate.net.au](mailto:reception@linkrealestate.net.au)

[www.linkrealestate.net.au](http://www.linkrealestate.net.au)

## YOUR APPLICATION

Thank you for applying with Link Real Estate

Each applicant must supply at least one of the following from each group:

### 1. PROOF OF I.D

- ☐ Drivers Licence
- ☐ Passport
- ☐ Copy of Birth Certificate

### 2. PROOF OF INCOME

- ☐ 2 x Current Payslips
- ☐ Centrelink Income Statement
- ☐ Bank Statement

### 3A. IF YOU RENT:

- ☐ Rent Receipt
- ☐ Rent Ledger

### 3B. IF YOU OWN YOUR OWN PROPERTY:

- ☐ Rate Notice
- ☐ Certificate of Title

YOU MAY ALSO WISH TO PROVIDE ANY EXTRA INFORMATION WHICH YOU FEEL MAY HELP YOUR APPLICATION.

### OFFICE USE ONLY

Strata ☐ Y ☐ N  
Furnished ☐ Y ☐ N

Checked employment ☐ Checked TICA ☐ Checked References ☐

Owners Name \_\_\_\_\_ Rent \$ \_\_\_\_\_

Commencement \_\_\_\_\_ Bond \$ \_\_\_\_\_

Term of Lease \_\_\_\_\_ Let Fee \$ \_\_\_\_\_

Special Conditions \_\_\_\_\_ Prep Fee \_\_\_\_\_

Car Parking / Storage \_\_\_\_\_ Agent \_\_\_\_\_

# APPLICATION FOR TENANCY

## 1. TENANCY DETAILS

Address: .....

Preferred Lease commencement date: ..... / ..... / ..... Lease term: **6 months / 12 months**

Rent: ..... per **week / fortnight / month** Do you own a lawn mower? **Yes / No**

## 2. APPLICANT'S DETAILS

Name: .....

Phone (H): ..... Phone (W): ..... Mobile: .....

Email: .....

Date of Birth: ..... / ..... / ..... Driver's Licence/18+ card No.: ..... State of Issue: .....

Vehicle Rego No.: ..... Smoker? **Yes / No**

## 3. OCCUPANTS

Number of Adults: ..... Number of Children: ..... Ages of Children: .....

Names of all other occupants:

1. .... 3. ....

2. .... 4. ....

## 4. PETS

Type/Breed: ..... Age: ..... **Inside / Outside**

Type/Breed: ..... Age: ..... **Inside / Outside**

## 5. USE OF PREMISES

Will the Premises be used for business purposes? ☐ Yes ☐ No

## 6. APPLICANT'S HISTORY

### 6.1 Current Address: .....

Period of Occupancy: From: ..... / ..... / ..... To: ..... / ..... / ..... Situation: **Renting / Owned / Other** Other Situation: .....

Landlord/Agent details (if applicable) Name: ..... Phone: .....

Rent: ..... Payment Period: **Weekly / Fortnightly / Monthly** Reason for leaving: .....

### 6.2 Previous Address (if applicable): .....

Period of Occupancy: From: ..... / ..... / ..... To: ..... / ..... / ..... Situation: **Renting / Owned / Other** Other Situation: .....

Landlord/Agent details (if applicable) Name: ..... Phone: .....

Rent: ..... Payment Period: **Weekly / Fortnightly / Monthly** Reason for leaving: .....

6.3 Have you ever been evicted from a premises? ☐ No ☐ Yes - Reason: .....

6.4 Are you currently in debt to any Landlord or Agent? ☐ No ☐ Yes - Give details: .....

6.5 Have you ever been a previous client of Link Real Estate? ☐ Tenant ☐ Landlord ☐ Vendor ☐ Other: .....

## 7. APPLICANT'S EMPLOYMENT

**Current Occupation:** .....

Employment Capacity: **Full Time / Part Time / Casual** Start date: ..... Weekly Income: .....

Company Name: ..... Contact Name: .....

Phone: .....

**Student at:** ..... Course name: .....

Capacity: **Full Time / Part Time** Completion date: .....



## 8. REFEREES (not a relative or someone previously listed on application)

Referee Name: ..... Phone: ..... Relationship: .....

## 9. EMERGENCY CONTACT

Note: This information is required in case we need to contact you as a matter of urgency arising from your tenancy and your normal contact details are not responding.

Name: ..... Phone: .....

Address: .....

## 10. FREE UTILITY CONNECTIONS



**MyConnect will contact you to connect your utilities for FREE**



☒ **Yes, Please Contact Me**

☐ Interpreter required

☐ OR Tick here to opt out

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.



Get in touch: ☎ 1300 854 478 ✉ enquiry@myconnect.com.au 💻 myconnect.com.au

## 11. DISCLOSURE STATEMENT AND CONSENT FORM

### PRIVACY DISCLOSURE STATEMENT OF MITCHELHILL DYNAN REAL ESTATE PTY LTD TRADING AS LINK REAL ESTATE AT SHOP 7/10 SHUTER AVEUNUE, THURGOONA NSW 2640

1. The tenant is responsible for the connection and payment of electricity, gas and telephone services.
2. This application is subject to the landlord's approval, which may take 1-5 working days.
3. The personal information in this application is necessary to verify the applicant's identity and to evaluate the tenancy application. By signing this application, you are authorising link real estate to conduct independent reference enquiries from the named referees and the Tenancy Information Centre of Australia.
4. Identification is required to support this application.
5. If the application is approved and the applicant subsequently fails to comply with their obligations under the Residential Tenancy Agreement, then any facts relating to the tenancy can be disclosed to the landlord, to other agents and to tenancy reference databases.
6. Successful applicants must pay a non-refundable holding deposit equivalent to one weeks rent within twenty-four (24) hours of being approved. Until such time as the deposit is paid or a lease has been signed, the property will continue to be advertised. Upon signing a lease the deposit will be transferred to the first weeks rent.
7. During or after the tenancy we may need to disclose your personal information to:
  - Strata Managers (name, contact numbers and lease details)
  - Tradespeople for the purpose of contacting you regarding repairs and maintenance required at the property
  - Refer to Tribunal or Court having jurisdiction seeking orders or remedies
  - Refer to Debt Collection Agencies where Tribunal/Court orders have been granted
  - Refer to Tenancy Information Australia (TICA) to record details of your tenancy
  - Refer to Owner/Lessors insurer in the event of an insurance claim
  - To provide future rental references to other agencies/owner
8. I authorise Link Real Estate to conduct the relevant history checks with the information I have provided on this form. I declare that all the information contained in this application and supporting documents to be true and correct and understand it is an offence to provide false or misleading information.
9. Link Real Estate does not take any responsibility for the connection of utilities to the rental property, whether arranged individually or through MyConnect. Upon approval of your application, Link Real Estate will submit this form on your behalf to MyConnect who will then make direct contact with you regarding details to arrange your utility connections. Alternatively, if you would prefer to arrange your own connections to the property, please tick the opt out box in section 10 (above).

Applicant Print Name

Applicant Signature

Date

X