

APPLICATION INFORMATION

Thank you for your interest in an LJ Levi Real Estate rental property. In order for us to process your application in the fastest possible time, we request that the following be submitted with your application.

- 100 Points of Identification
 - Drivers Licence or Passport
 - Account or Invoice with your name and current address
 - Other cards (For Example: medicare)

- Rental Ledger (if applicable)

- Written employment reference (if applicable)

IMPORTANT NOTICE:

The application must be completed in full and the above documentation must be included for your application to be given priority.

Tenancy Application Form



For your application to be processed you must answer all questions

Rental Rewards Registration faxed to (02) 9352 31 20 (if required)

A. AGENT DETAILS

LJ Levi Real Estate - Rose Bay
 520 Old South Head Road ROSE BAY 2029
 Phone: 02 9371 0277 Fax: 02 9371 5471

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

 _____ Postcode

2. Lease commencement date?

____ Day _____ Month _____ Year

3. Lease term?

____ Years _____ Months

4. How many people will normally occupy the property?

____ Adults _____ Children

5. Property rental

\$ _____ Per week OR \$ _____ Per month

C. PERSONAL DETAILS

6. Please give us your details

Mr. Ms Miss Mrs. Other

Surname (FAMILY NAME)

Given name/s

Date of Birth

____/____/____

Driver's licence no.

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

7. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

D. APPLICANT HISTORY

8. What is your current address?

 _____ Postcode

9. How long have you lived at your current address?

____ Years _____ Months

10. Why are you leaving this address?

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay rental in advance and a rental bond.

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 about me from:

(a) The owner or the Agent of my current or previous residences;

(b) My personal referees for this application

(c) My current and past employers;

(d) Any person who maintains any record, listing or database of defaults by tenants; and I authorise and consent to each of those persons providing requested personal information about me to the Agent.

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 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 the Residential Tenancies Bond Authority

(e) refer to Tribunals/Courts & Statutory Authorities (where applicable)

(f) refer to collection agents/lawyers (where applicable)

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. I am aware that I may access personal information on the contact details above.

I acknowledge that the Agent and its employees may receive bonus rewards from Rental Rewards for using their payment service.

Signature of Applicant

Date

F. PAYING RENT: We prefer payment of rent from your Bank Account or by Credit / Debit Card using Rental Rewards

Simply complete below - visit www.rentalrewards.com.au for further information.



We accept



Frequent flyer

Points here

Please nominate your preferred ongoing rent payment methods:

Set & Forget Automatic debit payments from your nominated account OR

Rent Reminders Receive SMS OR Receive Email and simply reply 'YES'

Next Rent Payment Due: ____/____/____ Rent Amount: \$ _____

Rent Frequency: Weekly Fortnightly Monthly

Pay rent using your Bank Account - Direct Debit Request:

I/we request that moneys due in terms of the repayment arrangements covered by this document, be drawn by Rental Rewards Pty Ltd (User ID 321418) under the Direct Debiting System from my/our account stated below. I/we acknowledge that this Direct Debiting arrangement is governed by the terms of the Direct Debits Service Agreement received from you.

Financial Institution: _____ Branch: _____

Account Name: _____

BSB Account

No

OR Pay your rent using your Credit / Debit Card Number:

Name on Card: _____ Expiry: ____/____

Qantas Frequent Flyer No.

DECLARATION: I hereby register with Rental Rewards ACN 056881942 (RR) & authorise RR to process payments from my nominated account including the convenience fee of \$1.50 per Bank Account payment OR 1.76% for American Express, MasterCard and Visa of the transaction value (incl. GST) in accordance with this Tenant Registration Form (TRF), Direct Debit Service Agreement (DDSA) & the Terms & Conditions (TC) at www.rentalrewards.com.au. Upon registration to pay rent by bank account by a method other than online, a \$1.51 fee is applicable to set up & confirm the legitimacy of the bank details. Other fees may apply including for failed & operator assisted payments - see full TC for details. By signing this TRF, I confirm the information above is true & correct, that I have read, understand & agree to be bound by the TRF, DDSA & TC. I understand that this arrangement will remain in place until such time as it is cancelled by me or RR. Note: This transaction will appear on your bank statement as "REAL ESTATE PAYMENT -RR, AUSTRALIA"

Account Holder Signature/s

Date

X _____ /____/____

AGENT USE ONLY: Agent ID: 210231 Source: Agent
 Submitted by: _____ Tenant ID: _____

N.B. Both sides of this application must be completed

APPLICANT HISTORY CONTINUED

11. Agent/Landlord details of current property (if applicable)

Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

Years Months

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

Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

Was bond refunded in full? If not, why?

G. EMPLOYMENT HISTORY

15. Please provide your employment details

What is your occupation?

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

Employer's address

Postcode

Contact name Phone no.

Length of employment Years Months Net income? \$

16. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment Years Months Net income? \$

H. CONTACTS

17. Please provide a contact in case of emergency

Surname Given name/s

Relationship to you Phone no.

18. Please provide two personal references (not related to you)

1. Surname Given name/s

Relationship to you Phone no.

2. Surname Given name/s

Relationship to you Phone no.

J. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets:

Breed / type Council registration / number

1.

2.

K. PAYMENT DETAILS

12. Property Rental

\$ Per week OR \$ Per month

Rent in advance from to 1st of next month \$

Rent in advance from 1st to 1st \$

Rental bond (4 weeks rent) \$

Tenant's share of cost of preparing tenancy agreement \$

Sub Total \$

Less: Deduct Reservation Fee (see below) \$

Amount payable on signing tenancy agreement \$

L. RESERVATION

Complete this if you wish to reserve the property for a period of time:

RESERVATION FEE \$ RESERVATION PERIOD Days

The Landlord's Agent undertakes:

- (a) The premises will not be let during the Reservation Period, pending the agreement of a residential tenancy agreement;
- (b) The whole fee will be refunded if the landlord does not decide to enter into a residential tenancy agreement for the premises during the Reservation Period;
- (c) the whole fee will be refunded if the landlord does not carry out (during the Reservation Period) repairs or other work upon which is a condition to entry into a residential tenancy agreement;
- (d) if the Applicant decides not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupied during the Reservation Period, the landlord may retain the portion of the fee representing the rent that would have been paid during the Reservation Period (based upon the proposed rent), but must refund the remainder;
- (e) If a residential tenancy agreement is entered into, the fee is to be contributed towards rent for the premises.

Signature of Applicant Date

X _____ / /

Signature of the Landlords agent Date

X _____ / /

M. I confirm the following

- 1. During my inspection of this property I found it to be in a reasonably clean condition Yes / No
- 2. If "No," I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the Landlord's approval.

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TRA DISCLOSURE

I understand this agent is a member of Trading Reference Australia Pty. Ltd. (TRA) and may conduct a reference check with that organisation on myself and the company whose name appears on the lease. I authorise this Agent to provide any information about me or the company to TRA / Landlord for the purpose of the check and I acknowledge that such information may be kept and recorded by TRA. I realise that if a search is performed on the TRA database and my identification and the company whose name appears on the lease with the label "Refer to Agent" beside my name and the company name, the agency who conducted the search as a matter of procedure will call the listing agency to exchange information and establish why my name and the company's details have been entered on the register and in turn provide my contact details to the listing agency for the purpose of resolution and the removal of my name and the company details from the database. The agency that searched will then inform me of the listing / listings, the listing agency name and contact details giving me right of reply. I accept that if I and the company whose name appears on the lease are currently listed as a defaulter with TRA, this Agency / Landlord has the authority to reject my application. I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused. I acknowledge that if I default on my tenancy / rental obligations in future, which means in breach of my contract / lease agreement for residential or commercial property and / or in accordance to the Property Stock and Business Agents Amendment (Tenant Databases) Regulation 2004. I and the company whose name appears on the lease may be listed with TRA, until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent / Landlord or in accord with the new regulations. The same applies to me if I am a Commercial Tenant and or Holiday Tenant and in breach of my contract whatever the stipulations are within that contract with the said agency. I hereby authorise this agent to provide information about me to TRA and my default to TRA in connection with that listing. I also understand that my agent may list me as an excellent tenant if my obligations during my tenure are fully compliant and are of a high standard. I will not hold TRA accountable for the inaccurate keying in of information by TRA members therefore delivering an incorrect search as I understand faults can be made within this process due to human error. It is also understood that technical failure can cause errors and I do not hold TRA or the Agent responsible for same. I understand that if the said eventuates I may question the source and understand this will be thoroughly investigated and corrected immediately. Furthermore I authorise the agent to contact my employers past and present to confirm my employment history and my previous Landlord /Agency to verify details of my tenancy. I also authorise the agent to contact two personal referees to establish my identification / location and concede that those referees have given permission for me to use them. Those referees nominated have signed the Disclosure so that their identity can be confirmed as natural persons on the identifier sections of the TRA database. It should be noted that if the referee signs this document they are in no way accountable for the behaviour of the tenant legally or financially.

Print Name of Referee 1
Gender Date of Birth Drivers Licence.....
Address
Home Phone..... Mobile
Signature of Referee
Print Name of Referee 2 Drivers Licence.....
Gender Date of Birth
Address
Home Phone..... Mobile
Signature of Referee

I recognize that my photo id may be scanned onto TRA for absolute identification. I, the tenant, I, the referee, do acknowledge that information provided to TRA and/or the agent by these authorities given by me may be available to: a) Real Estate Agents and Landlords to assist them in evaluating applications for leases and b) Real Estate Agents, Landlords, Video stores, Banks, Utility companies, Commercial Agents, organisations or any other members for the purpose of locating me for any lawful purpose. Should this Agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step which the former agent could have taken. (If more than one applicant, "I" means "We" in this form). "I have read and I understand the above information"

Print Name of Tenant
Signature of Tenant..... Date

TRA adheres strictly to requirements of the Privacy Laws and therefore does not use the information supplied by the tenant for advertising purposes. Trading Reference Australia may be contacted at the above address during business hours 9-5 Monday to Friday regarding any records kept concerning you. However, we do not give information out over the phone regarding whether an individual is listed or not. To validate and correct inaccurate information we require a signed Personal Disclosure form. An urgent confirmation of your records can be done immediately by credit card payment using the secure section on our web page.

Copyright Trading Reference Australia



LJ Levi Real Estate (Holdings) Pty Ltd

Address: 520 Old South Head Rd, Rose Bay NSW 2029
Phone Number: (02) 9371 0277
Fax Number: (02) 9371 5471
Email: rentals@ljlevi.com.au
Web: www.ljlevi.com.au



Direct Connect

Your Free No Obligation Connection Service

Let us do the running around and call you to organise the connection of your utilities before you move in!

Step 1

Select the utilities you would like connected by ticking the relevant boxes below.

Step 2

Fill out the relevant details on this form, sign it and lodge it with your property manager.

Step 3

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

Phone

Removals

Internet

Pay TV

Insurance

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.directconnect.com.au

Suite 10, 1 Chaplin Drive, Lane Cove West NSW 2066