

Application for Tenancy

(to be completed by all adult applicants and unaccompanied minors)

Item

Item Schedule

1. PREMISES DETAILS

Address: Lease commencement date: / /

Lease term: weeks / fortnights / months / years Rent: per week / fortnight / month

Rent in advance:	being 2	weeks rent
Bond:			
Preparation Fee:			(Tenants half share)
Sub Total:			
Less Reservation Fee:			(not more than 1 weeks rent)
Total amount payable on signing of tenancy agreement:			

2. APPLICANT'S DETAILS

Name: Email:

Phone (H): (.....) Phone (W): (.....) Mobile: (.....) Date of Birth: / /

Driver's License/18+ card No.: Passport No.:

Driver's License/18+ card State: Passport Country:

Health Care Card No.: Pension Card No.:

Health Care Card Expiry: Pension Card Expiry:

3. APPLICANT'S HISTORY

3.1 Current Address:

Period of Occupancy: Situation: **Renting / Owned / Other** Other Situation:

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

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

3.2 Previous Address (if applicable):

Period of Occupancy: Situation: **Renting / Owned / Other** Other Situation:

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

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

3.3 Have you ever been evicted from a premises? Yes No

3.4 Are you currently in debt to any landlord or agent? Yes No

4. APPLICANT'S EMPLOYMENT

(NOTE: If either occupation is self employment please provide a statement of income from your accountant or tax returns)

4.1 Current Occupation:

Employment Type: Duration: Weekly Income:

Employer/Business Name & ACN/Centrelink Details:

Address: Contact: Phone: (.....)

4.2 Previous Occupation:

Employment Type: Duration: Weekly Income:

Employer/Business Name & ACN/Centrelink Details:

Address: Contact: Phone: (.....)

4.3 Student at:

Course name: Duration:

5. LANDLORD / AGENT

Name: **C & R Realty Pty Ltd T/As C & R Realty International** ABN:

Address: **Shop 16/2 O'Connell Street** Phone: **(02) 9633 3922**

Parramatta NSW 2150 Fax: **(02) 9633 3911**

Email: **rent@cnr.com.au** Mobile: (.....)

6. UTILITY CONNECTION

Please specify requirements (if any) regarding connection/disconnection of utilities:

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.....

7. OCCUPANTS

Number of Adults: Number of Dependents:

Full name/s of adult/s and unaccompanied minor/s to reside on the Premises:

1. 3.
2. 4.

8. REFEREES (All Referees should not be related to you)

Business Referee 1: Phone: (.....) Relationship:
Business Referee 2: Phone: (.....) Relationship:
Personal Referee 1: Phone: (.....) Relationship:
Personal Referee 2: 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.

Next of Kin: Phone (H): (.....)
Address: Phone (W): (.....)
..... Mobile: (.....)
Other: Phone (H): (.....)
Address: Phone (W): (.....)
..... Mobile: (.....)

10. PETS

Type/Breed: Number:

11. USE OF PREMISES

Will the Premises be used for business purposes: Yes No

12. RESERVATION

(complete if you wish to reserve the Premises)

To reserve the premises for a period of time:

Fee: Reserved for: days.

The Landlord/Agent agrees:

- not to let the premises during the reservation period, and not to enter into another reservation period for the same premises prior to termination/expiration of the reservation period,
- to credit the reservation fee against the rent if applicant enters into a tenancy agreement,
- should repairs or other works be agreed in writing to be carried out during the reservation period not be completed in that time, the reservation fee will be refunded, and
- if the Applicant withdraws, the Landlord may retain rent for the days the premises was reserved.

Applicant's Signature: **Agent's Signature:**
Date: / / Date: / /

13. ADDITIONAL CONDITIONS

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.....
.....

14. SIGNATURES

Applicant's Signature: **Agent's Signature:**
Date: / / Date: / /

Terms of Application

1. Declaration

The Applicant declares:

- (1) that all the above details are true and correct,
- (2) it is not bankrupt or insolvent.

2. Applicant Agrees

2.1 The Applicant agrees that:

- (1) they have inspected the Premises in Item (1) and accept its condition.
- (2) the Applicant will sign the Tenancy Application forthwith upon presentation of the same by the Agent.
- (3) this Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties.
- (4) the Applicant understands that the Agent/Landlord is not required to give an explanation to the Applicant for any application not approved.
- (5) on acceptance of this Application by the Landlord being notified to the Applicant, verbally or in writing, the Applicant will rent the Premises from the Landlord under a Tenancy Agreement drawn up by the Agent and, upon the signing of the Tenancy Agreement, pay the Bond and Rent amounts in Item (1) by a method acceptable to the Agent. Such payments to be Cleared Funds prior to occupancy.

2.2 On signing this Tenancy Application the Applicant agrees the Agent is authorised to make enquires to verify the information contained in the Item Schedule with relevant tenancy databases including databases of the Applicant's previous Letting Agents.

3. Privacy Statement

The Agent collects and uses personal information obtained from you as the Applicant to provide the services required by you or on your behalf. You as the Applicant agree the Agent may collect, use and disclose your personal information in accordance with and subject to the *Privacy Act 1988 (CTH)* for (where applicable) marketing, sales promotion and administration and as required for legislative and regulatory requirements relating to promotion administration and use of the Agents products and services.

Without provision of certain information the Agent may not be able to act effectively or at all on the Principal's behalf. The Applicant has the right to request the Agent provide details of such information and also correct any inaccurate or out of date information.