

Tenancy Application Form

For your application to be processed you must answer all questions



A. AGENT DETAILS

Realty International Balmain

Shop1, 35 Terry Street Rozelle NSW 2039
PO Box 1200, Rozelle NSW 2039

Phone: 02 9818 8000
Fax: 02 9810 7777
Email: balmain@realtyinternational.com

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

C. PERSONAL DETAILS

5. Please give us your details

Mr. Ms. Miss Mrs. Other

Surname 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)

6. Please provide your contact details

Home phone no. Mobile phone no.

Work phone no. Fax no.

Email address

7. What is your current address?

 Postcode

D. FREE UTILITY CONNECTION SERVICE INRIP

To save you time when you're moving house, Utility One can help you arrange your utility connection

PHONE	ELECTRICITY	GAS
ADSL	DIAL UP INTERNET	PAY TV

It's a FREE service and there's NO obligation, so just tick this box if want UtilityOne to call you and explain how the service works. Then, IF you would like help arranging connections, we will confirm the detail with you at that time

YES, Please CONTACT me!

Utility connection services are provided by: **UTILITYONE**

Phone: 13 18 19 Email: contact@utilityone.com.au
Fax: 1300 73 18 19 Web: www.utilityone.com.au

UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply.

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 the amounts as specified in Section J.

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 authorize 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;

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 trades people or equivalent organizations 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.

If Section D is completed, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN, telephone number, water company) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Signature Date

X

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

Property manager name

Application faxed to UtilityOne (if required)

F. APPLICANT HISTORY

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

	Years		Months
--	-------	--	--------

9. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

	\$
--	----

11. What was your previous residential address?

Postcode

12. How long did you live at this address?

	Years		Months
--	-------	--	--------

13. 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 not?

--	--

G. EMPLOYMENT HISTORY

14. 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

Net income

	Years		Months	\$
--	-------	--	--------	----

15. Please provide your previous employment details

Occupation

Employer's name:

Length of employment

Net income:

	Years		Months	\$
--	-------	--	--------	----

H. CONTACTS / REFERENCES

16. Please provide a contact in case of emergency

Surname

Given name/s

--	--

Relationship to you

Phone no.

--	--

17. 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.

--	--

I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets:

Breed / type Council registration / number

1.	
2.	

20. Do you smoke? Yes or No

J. PAYMENT DETAILS

Rent must be paid one month in advance from the first day of the tenancy and all tenants are required to pay 1 calendar month's rent in advance if weekly rent is more than \$300 per week

Property rental

Per calendar month = weekly rent / 7 x 365 / 12 according to Office of Fair Trading

First payment of 1 calendar month rent in advance

\$

Rental bond (=4 weeks rent according to OFT)

\$

Tenancy agreement preparation fee

\$15.00

Sub Total

\$

Less: deduct Reservation Fee (see below)

\$

Amount payable on signing tenancy agreement

\$

(Money Order or bank cheque only to
Realty International)

K. RESERVATION

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

RESERVATION FEE

RESERVATION PERIOD

 Days

The Landlord's Agent undertakes:

- The premises will not be let during the Reservation Period, pending the agreement of a residential tenancy agreement;
- 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;
- 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;
- 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; and
- If a residential tenancy agreement is entered into, the fee is to be contributed towards rent for the premises.

Signature of the Landlords agent

Date

NOTICE TO ALL RESIDENTIAL TENANCY APPLICANTS

BEFORE ANY APPLICATIONS WILL BE CONSIDERED, EACH APPLICANT MUST ACHIEVE A MINIMUM OF 100 CHECK POINTS.

PHOTO IDENTIFICATION	#40 POINTS
CURRENT JOB REFERENCE	#20 POINTS
CURRENT PAY SLIP	#20 POINTS
CURRENT BANK STATEMENT	#40 POINTS
RECENT 4 RENT RECEIPTS	#20 POINTS
PREVIOUS TENANCY AGREEMENT	#20 POINTS

**SHOULD YOU NOT BE ABLE
TO MEET THE 100 CHECK POINTS,
PLEASE SPEAK TO OUR PROPERTY SPECIALISTS**