

L. RESERVATION

A Reservation fee will only be accepted upon request by an agent.

The reservation fee (one weeks rent) is to be provided to our office upon acceptance of the application in order to secure the property.

In consideration of the reservation fee paid by the applicant/s the landlord's agent acknowledges that:

- 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 for the Reservation Period:
- c) If the entering into the agreement is conditional on the landlord carrying out the repairs or other work , and the landlord doesn't carry out the repairs or other work during the specified period, the whole fee will be refunded:
- 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.

M. DECLARATION

I/we hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I/we agree to enter into a Residential Tenancy Agreement.

I/we acknowledge that this application is subject to the approval of the owner/landlord. I/we declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I/we declare that I have Inspected the premises and am not bankrupt.

I/we authorise 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;
- I/we give the agent permission to register and record details to any tenancy recording services in relation to our tenancy information if there is an unresolved breach of the tenancy agreement which could have an adverse effect on your ability to obtain future rental accommodation.

I/we 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 tradespeople or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a credit check with NTD (National Tenancies Database)
- (h) recover any outstanding debt that has been registered by the court

I/we have been informed, understand and agree that should the full amount of the bond not be paid by the signing of the tenancy agreement, I authorise the letting agent to apply all or part of the subsequent rental payments to be apportioned to finalising of the rental bond for the aforesaid property

I/we have been informed, understand and agree that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application

I/we have been informed, understand and agree that all future rent payments may be paid using the; NAB Rent Card; via internet transfer. I understand that **CASH IS NOT ACCEPTED** in the office

Tenants Signature

Date

N. THE FOLLOWING DOCUMENTS ARE REQUIRED AND FORM PART OF THE APPLICATION

REQUIRED INFORMATION

- LAST 4 RENT RECEIPTS OR TENANT LEDGER FROM AGENT
- 2 RECENT PAYSLEIPS (WITHIN CURRENT MONTH)
- DRIVERS LICENCE/PHOTO I.D
- MEDICARE CARD
- 2 LAST TAX RETURNS (SELF-EMPLOYED)

ADDITIONAL INFORMATION (ANY 2 OF THE FOLLOWING)

- WRITTEN REFERENCE FROM AGENT
- PASSPORT
- BANK ACCOUNT STATEMENT
- COPY OF PREVIOUS TELSTRA ACCOUNT, GAS, CURRENT M.V. REGO PAPERS ETC.