



Tenancy Application

Office: 359-361 Concord Road, Concord West NSW 2138
Correspondence: PO Box 3349, North Strathfield NSW 2137
Sales and Leasing: 02 9736 1699 **Fax:** 02 9736 1499
email: rentals@exclusivere.com.au
Web: www.exclusivere.com.au

Residential Application Form

For your application to be processed you must answer all questions on each of the two pages.



A. AGENT DETAILS

EXCLUSIVE REAL ESTATE

359-361 Concord Road, Concord West NSW 2138
P 02 9736 1699
F 02 9736 1499
rentals@exclusivere.com.au
www.exclusivere.com.au

Property Manager

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 occupy the property?

 Adults Children Ages

C. APPLICANT DETAILS (Please give your details)

5. APPLICANT 1

Title Mr Mrs Ms Miss Other

Surname

Given name/s

Date of birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport number

Passport country

Pension number (if applicable)

Pension type

6. Please provide your contact details.

Home phone number

Mobile phone number

Work phone number

Fax Number

Email address

7. What is your current address?

Postcode

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

 Years Months

D. CONNECTION SERVICES



Connection services

PH: 1300 663 931 | Fax: 1300 889 598 | info@connect.realestate.com.au
realestate.com.au/connect

Realestate.com.au Connection services is a free of charge* home moving service. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning, removalists and vehicle hire.

We'll attempt to contact you within 1 working day of receiving this application to provide you with our connection service. If you don't hear from us, please call 1300 663 931 to ensure your services are connected.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following:

Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third-party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing info@connectnow.com.au

To the extent permitted by law and except where expressly guaranteed, realestate.com.au and connectnow are not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly.

Realestate.com.au Pty Ltd ABN 21 080 195 535 collect and use your personal information to provide you with connections services including disclosing your information to Connect Now Pty Ltd to assist us to provide you this service and your selected utility retailer(s) to provide you the requested services or products. Realestate.com.au may also use your personal information to promote the services of realestate.com.au and third parties. Our Privacy Policy further explains how we collect, use and disclose personal information and how to access, correct or complain about the handling of personal information.

Realestate.com.au Pty Ltd and Connectnow Pty Ltd may receive commissions or fees from your selected retailer(s), and commissions or fees may be paid between realestate.com.au and Connectnow. Your real estate agent may also receive commissions or fees from realestate.com.au or Connectnow, in each case for arranging provision of the requested services. The value of commissions or fees may vary from time to time and may differ depending on which retailer is selected. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

*We do not charge a fee for use of our Connection services, but you will need to pay any fees or charges in accordance with any agreement you enter into with your new utility provider (e.g. any connection or disconnection fees or ongoing charges). Realestate.com.au Pty Ltd and Connectnow Pty Ltd may receive commissions or fees from your selected retailer(s), and commissions or fees may be paid between realestate.com.au and Connectnow. Your real estate agent may also receive commissions or fees from realestate.com.au or Connectnow, in each case for arranging provision of the requested services. The value of commissions or fees may vary from time to time and may differ depending on which retailer is selected.

Yes, I accept the Terms. Please call me to connect my new home services

Signed:

Date:

PM ID:

E. DOCUMENTATION NEEDED UPON APPLICATION

- 2 forms of identification, one must have a photo e.g. Drivers Licence, key card, credit card, health care card.
- Bank Statement
- Letter of employment or recent pay slip
- Copy of Rental Ledger (if currently renting)
- One personal reference
- Council + Water Rates
- One week's rent (optional prior to approval) as a priority placement fee.

The above fee can be deposited into our trust account:

Exclusive Real Estate - Westpac Bank

Bsb: 032 - 069 Acc: 233 618

Ref: Your Name

F. DECLARATION

I hereby offer to rent the property from the owner under lease to be prepared by the Agent. Should this application be accepted by the Landlord I agree to enter into a Residential Tenancy Agreement. I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in this application (including the other 3 pages) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I also 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;

If I default under a rental agreement, the Agent may disclose details if 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 organizations/tradespeople 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)
- (g) complete a credit check with any Tenancy Database

I am aware that if the 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 my personal information on the contact details above. I authorise the Agent to request my personal information from any default database or listings such as NTD, TICA or TRA for the purpose of checking my tenancy history; if you wish to access your information or dispute your record you can contact: NTD 1300 563 826—www.ntb.net.au, TICA 1902 220 346—www.tica.com.au, TRA (02) 9363 9244—www.tradingreference.com

Signature:

Date:

G. APPLICANT HISTORY

9. Why are you leaving this address?

10. Landlord/Agent details of this property (if applicable)
Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid

11. What was your previous address?

Postcode

12. How long did you live at this address?

Years

Months

13. Landlord/Agent details of this property (if applicable)
Name of landlord or agent

12. How long did you live at this address?

Years

Months

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

Was bond refunded in full?

Yes

No

If not why?

H. EMPLOYMENT HISTORY

14. Please provide your employment details/pension details.
What is your occupation?

What is the nature of your employment?
(Full Time / Part Time / Casual)

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

Employer's address

Postcode

Contact name

Phone number

Length of employment

Years

Months

Net income (weekly)

15. Please provide your previous employment details.
Occupation

Employer's name

Length of employment

Years

Months

Net income (weekly)

I. EMERGENCY CONTACT

Surname

Given Name/s

Relationship to you

Phone number

J. REFERENCES

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

Surname

Given name/s

Relationship to you

Phone number

Surname

Given name/s

Relationship to you

Phone number

K. OTHER INFORMATION

16. Car Registration

17. Please provide details of any pets

Breed

Council reg no.

Breed

Council reg no.

L. PRIORITY PLACEMENT FEE

Priority Placement Fee \$

The Landlords Agent and Applicant undertakes:

- A. The whole fee will be refunded if the Landlord does not carry out (during the reservation period) repairs or other work on which it is a condition to enter into a residential tenancy agreement;
- B. If the applicant decides not to enter into a residential tenancy agreement the Landlord will retain the entire holding fee.
- C. If a residential tenancy agreement is entered into, the holding fee is to be contributed towards rent for the premises.

Signature of Landlords agent

Date

Signature of Applicant

Date

** PLEASE NOTE **

Initial payments must be made by cash. Bank cheque or money order within 24 hours after the approval of the application

Keys will not be handed over until the lease agreement has been signed by all applicants

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is not available for occupation on the due date

Signature of Landlords agent

Date

Signature of Applicant

Date

OFFICE USE ONLY

RESIDENTIAL TENANCY AGREEMENT PROFORMA SIGNING

Date:		Signing date:	
Property:			
Landlord:			
Tenant name/s:			
Term of agreement:			
Starting:		And ending on:	
Storeroom/parking		Furnished/unfurnished	
Rent is:	Per:	Starting	
Will the tenant be required to pay separately for water usage? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Receipt			
For rental period:			
Rental bond:			
Total to be paid:			
Less deposit:			
Balance of total amount due:			
Property manager:		Leased by:	
Letting fee:		Owner lease fee:	
Inspection report and photos?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Inspections	<input type="checkbox"/> Yearly	<input type="checkbox"/> 1/2 yearly	<input type="checkbox"/> 1/4 yearly
Copy of strata by-law given to tenant:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Smoke alarms Australia updated	<input type="checkbox"/> Yes	<input type="checkbox"/> No	