

Tenancy Application Form

For your application to be processed you must answer all questions (including the reverse side)

A. AGENT DETAILS

PRD Nationwide Maroubra
 Address: 235 Maroubra Road, MAROUBRA NSW 2035
 Phone no: 02 8347 0700
 Fax no: 02 8347 0555
 Email address: maroubra@prd.com.au

Property Manager: _____

B. PROPERTY DETAILS

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

 Postcode
- Lease commencement date?
 Day Month Year
- Lease term?
 Years Months
- How many people will normally occupy the property?
 Adults Children ages

C. PERSONAL DETAILS

- 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
 Car Registration
 Passport no Passport country
 Pension no. (if applicable) Pension type (if applicable)
- Please provide your contact details
 Home phone no Work phone no
 Mobile phone no Fax no.
 Email address
- What is your current address?

 Postcode

WHERE Did you find out about this property? (Please tick)

realestate.com.au domain.com.au

Other Website Window Display Signboard

Other (Please specify): _____


D. FREE UTILITY CONNECTION SERVICE

ID: 4537

To save you time when you're moving house, UtilityOne can help you arrange your utility connections all in the one phone call.

PHONE ELECTRICITY GAS
ADSL BROADBAND INTERNET PAY TV

It's a **FREE** service and there's **NO obligation**

Utility connection services are provided by: 
 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 by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. 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 the Agent will use and disclose my personal information within this application in order to:
 (a) communicate with referees, employees, landlords, third party operators of tenancy reference databases, other agents and select a tenant
 (b) communicate with the owner and select a tenant
 (c) prepare lease/tenancy documents
 (d) allow tradespeople or equivalent organisations to contact me
 (e) lodge/claim/transfer to/from a Bond Authority
 (f) refer to Tribunals/Courts & Statutory Authorities (where applicable)
 (g) refer to collection agents/lawyers (where applicable)
 (h) complete a credit check with a tenancy default database

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 and that I may be able to correct this information if it is inaccurate, incomplete or out-of-date.

Should you choose to NOT be contacted by UtilityOne, please clearly cross through the above section D. This will not affect the success of your tenancy application.

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. 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 and telephone number) 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 Of The Applicant Date

Property Manager Name: _____ ID: _____

Application Faxed To UtilityOne:

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. Please provide details of any pets:

Breed / type Council registration / number

1.
2.

Smokers? (Please Circle) Yes No

J. 100 POINTS IDENTIFICATION REQUIREMENT

The Application will not be processed until 100 Points has been achieved by the applicant:

Last 4 Rent Receipts (50 Points)	2 Refs from Landlord/Owner (40 Points)	
Driver's License (40 Points)	Utility Bills / Bank Statements (10 Points)	
Photo I.D. (30 Points)	Current MV Rego Papers (10 Points)	
Passport (30 Points)	Copy Birth Certificates (10 Points)	

K. PAYMENT DETAILS

Property rental

\$ Per week OR \$ per month

2 Weeks Rent In Advance

\$

Rental bond (4 weeks rent)

\$

Residential Tenancy Agreement Costs

\$15.00

Sub Total

\$

Less Reservation Fee (see below)

\$

Amount payable on signing tenancy agreement (Cheque or Money Order Only)

\$

19. 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:

- (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; and
- (e) If a residential tenancy agreement is entered into, the fee is to be contributed towards rent for the premises.

Signature of The Applicant

Date



PRIVACY ACT 1993 – Authority to Use Information

I/We authorise any person or company to provide you with such information as you may require in response to your credit and/or employment inquiries.

I/We further authorise you to furnish any third party details of this application and any subsequent dealings that I/We may have with you as a result of this application being actioned by you.

PRIVACY ACT 1993 STATEMENT

For the purpose of this Privacy Act 1993; This application collects personal information about you. This information is required to;

- Assess your eligibility as a tenant
- Collect information that would be provided to a tenant default database or credit bureau if you enter into a tenancy agreement and fail to comply with the terms of that agreement. (A Tenant default database records the names of persons who have been found to breach a Tenancy Agreement or the Residential Tenancies Act 1986 by the Tenancy Tribunal)
- The information in this Tenant application form will, if you enter into a Tenancy Agreement with us, be held on a database and used by us and by the owner of the rented property.

Failure to provide any of the information requested may mean you will not be considered as a tenant for any of the properties within the Privacy Act. You are entitled to access and correct this information that is held about you.

Applicant Signature

Dated

TRADING REFERENCE AUSTRALIA

Agency Name:- PRDnationwide Perez Khederlian

Agency Phone:- (02) 8347 0700 Agency Fax:- (02) 8347 0555

Address Property Applied For

Suburb State Post Code

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 / or 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 / or the company whose name appears on the lease with the label "Refer to Agent" beside my name and / or the company name, the agency who conducted the search and as a matter of procedure will call the listing agency to exchange information and establish why my name and / or 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 / or 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 / or 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 / or 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 DOB

Address Home Phone

Mobile Signature of Referee

Print Name of Referee 2 Gender DOB

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. c) Real Estate Agents, Landlords, Video stores, Banks, Utility companies, Commercial Agents, organisations or any other members for the purpose of locating me for any legal matter. 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.