



**L.J. HOOKER<sup>®</sup>**

# TENANCY APPLICATION FORM

**L.J. Hooker Maroochydore**

**Address: Shop 12, "Ocean Court",  
Ocean Street Maroochydore 4558**

**Phone: 07 5479 5479**

**Fax: 07 5443 1494**

*For this tenancy application to be accepted  
**each** page must be fully completed and signed.*

Licensed Estate Agents • Auctioneers • Property Managers



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## Residential Tenancy Application Form

Please fully complete and sign every page of this application. For your application to be processed it must be fully completed.

### 1. Property Applying For

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Electricity Meter No: \_\_\_\_\_

Lease Term \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_

Date Property is to be occupied / / \_\_\_\_\_

Rent Payable for Property \$ \_\_\_\_\_

**PROPERTY MANAGER: ID: 9438**

### 2. If self-employed, please complete the following

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Business Type \_\_\_\_\_

Position Held \_\_\_\_\_

A.B.N. \_\_\_\_\_

Accountant Name \_\_\_\_\_

Accountant Phone \_\_\_\_\_

Solicitor Name \_\_\_\_\_

Solicitor Phone \_\_\_\_\_

### 3. Personal Details

Title	First Name	Initial
Last Name _____		
Date of Birth / / _____		
Current Address _____		
Suburb		Postcode
Drivers Licence Number		State of Issue
Car Registration Number _____		
Alternate ID (eg passport)		No
Pension Type		No
Home Phone Number _____		
Mobile Phone Number _____		
Email _____		
Please provide a contact number you are available on all day		
Contact number: _____		
Signed: _____		
Date / / _____		

### 4. Utility Connection Service



**Connecting Your Utilities Has Never Been Easier!**  
 This is a value-added service independent of your tenancy application - you are not obligated to use L.J. Hooker Connect.

L.J. Hooker Connect is powered by ConnectNow. ConnectNow is a simple and convenient time saving service assisting with your Telephone, Electricity & Gas connections. ConnectNow also provide a range of additional services to compliment your household utilities, such as Internet & Pay TV.

If you would like ConnectNow to contact you to discuss any of the above services please tick the box and a ConnectNow representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you within this period please contact ConnectNow on 1300 554 323 to ensure connection can be completed by your requested date.

While the ConnectNow service is **FREE**, standard service provider connection fees and charges still apply. You pay NO extra charges as a result of using the ConnectNow service.

I consent to ConnectNow Pty.Ltd. A.B.N. 79 097 398 662 arranging for the connection and disconnection of the nominated home services and to providing information contained in this application to the service providers for this purpose. I agree that neither ConnectNow nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames and terms and conditions once the client has agreed to use the chosen service provider. I authorise the obtaining of a National Metering Identifier (N.M.I.) on my residential address to obtain supply details. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that ConnectNow Pty Ltd will be paid a fee by the service provider and will be paying a fee to the Agent in respect of the provision of the service being provided to me by ConnectNow Pty Ltd. Note: Connection of your utilities will only be initiated once a representative has discussed your connection with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s).

**PRIVACY POLICY:** The privacy of our customers is of vital importance to ConnectNow. You have the right to access our records of your information under the Privacy Act. We will not release your personal information to any third party other than for the purposes of connecting the nominated utility service, unless required to do so under law or government order

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**Call me to connect** **Yes**

Signed: \_\_\_\_\_ Date / / \_\_\_\_\_

**Phone: 1300 554 323 Fax: 1300 889 598**  
**Email: [info@connectnow.com.au](mailto:info@connectnow.com.au) Internet: [www.connectnow.com.au](http://www.connectnow.com.au)**



## Tenancy Privacy Statement

Please fully complete and sign every page of this application. For your application to be processed it must be fully completed.

This form is to be accompanied by an Application for Tenancy. Your Application for Tenancy cannot be accepted unless this has been completed in full and signed.

Due to recent changes in the Privacy laws, from 21<sup>st</sup> December 2001, all real estate agencies must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry out our role as professional property managers. Please take the time to read this Privacy Statement carefully, and once completed return it to this office with your tenancy application.

As professional property managers, LJ Hooker, collects personal information about you. To ascertain what personal information we have about you, you can contact us by the following ways:

**Address: Shop 12, "Ocean Court",  
Ocean Street Maroochydore 4558**

**Phone: 07 5479 5479**

**Fax: 07 5443 1494**

As professional property managers, we collect your personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested, and if the risk is considered acceptable, to provide you with a lease/tenancy of the premises.

To carry out this role, and during the term of your tenancy, we usually disclose your personal information to the following:

The landlord, the landlord's lawyers, the landlord's mortgagee – for mortgage purposes, referees you have nominated, organisations/tradespeople required to carry out maintenance to the premises, rental bond authorities, Residential Tenancies Tribunals/Courts, collection agencies, National Tenancies Database Pty Ltd, Remington White, other real estate agents and landlords, utilities companies such as gas, electricity, water connection, telephone connection, banks – for rental payment facilities and financial records, employers – for reference purposes.

### PLEASE NOTE:

1. This application is subject to the owner's approval and may take 2-3 days to process.
2. All applicants must complete an application form.
3. Initial bond payment must be paid in the form of a bank cheque or money order made payable to the **Residential Tenancies Bond Authority** (personal cheques or cash will not be accepted).
4. Initial rental payments must be paid in the form of a bank cheque, cash or money order made payable to LJ Hooker (personal cheques will not be accepted).
5. The applicant hereby agrees to a credit check being carried out by the National Tenancy Database.

The applicant acknowledges that the property is in a reasonably clean condition and in good repair as inspected.

### TENANCY ACCEPTANCE

We understand that finding and selecting a rental property is often difficult. We will process your application as quickly as possible, but please remember we may be processing many applications at the same time. To assist us please fill out ALL the required details on the application and ensure your completed application is returned to any of our offices as quickly as possible.

### UNSUCCESSFUL APPLICATIONS

Should your application be unsuccessful you will be advised. However, should you wish to apply for another property we will hold over your application for you.

### SUCCESSFUL APPLICATIONS

Should your application be successful you will be notified by phone and requested to confirm your tenancy. We require the FULL BOND to be paid and the Bond Lodgement form to be signed within 24 hours of the confirmation to secure your tenancy. Prior to your commencement date all tenants must sign the tenancy agreement and pay the first 4 weeks rental (please allow ½ hour for this appointment). The property manager will supply you with these amounts at the confirmation of your tenancy. Keys will only be handed out when all parties have signed the tenancy agreement, Bond Lodgement Form, all monies have been paid and the tenancy has commenced. No action will be taken against the landlord or agent if the application is unsuccessful or upon acceptance should the premises be unavailable for occupation on the date for whatever reason.

Signing of tenancy agreements and the payment of the first months rent can be undertaken at the office indicated by your property manager. It is a policy of LJ Hooker that all rental payments are made via Direct Debit or BPay.

**Signed by the:**

**Applicant**

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**Print Name**

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**Date**

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**Witness**

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