

# Residential Application Form

For your application to be processed you must answer all questions



## A. AGENT DETAILS

### CENTURY 21 Specialist Realty - HURSTVILLE

Shop 5, 182 Forest Road HURSTVILLE NSW 2220

Phone: 02 9580 8860

Fax: 02 9580 8448

Email: c21lease@bigpond.net.au

## B. PROPERTY DETAILS

### 1. What is the address of the property you would like to rent?

Postcode	

### 2. Lease commencement date?

	Day		Month		Year
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### 3. Lease term?

	Years		Months
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### 4. Rental Amount

\$	Per Week
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### 5. Rent will be paid

<input type="checkbox"/>	Fortnightly	<input type="checkbox"/>	Monthly
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### 6. How many people will normally occupy the property?

<input type="checkbox"/>	Adults	<input type="checkbox"/>	Children - Ages	<input type="text"/>
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### 7. Pets?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	Type?	<input type="text"/>
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## C. PERSONAL DETAILS

### 8. Please give us your details

Mr	<input type="checkbox"/>	Ms	<input type="checkbox"/>	Miss	<input type="checkbox"/>	Mrs	<input type="checkbox"/>	Other	<input type="checkbox"/>
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Surname Given name/s

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Date of Birth	Driver's license number
<input type="text"/>	<input type="text"/>

Driver's license expiry date	Driver's license state
<input type="text"/>	<input type="text"/>

Passport no.	Passport country
<input type="text"/>	<input type="text"/>

Pension no. (if applicable)	Pension type (if applicable)
<input type="text"/>	<input type="text"/>

### 9. Please provide your contact details

Home phone no.	Mobile phone no.
<input type="text"/>	<input type="text"/>

Work phone no.	Fax no.
<input type="text"/>	<input type="text"/>

Email address
<input type="text"/>

### 10. Motor Vehicle Rego

<input type="text"/>
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## D. FREE UTILITY CONNECTION SERVICE



- ★ FREE Service
- ★ One Stop Shop
- ★ No Obligation
- ★ Quality Suppliers



Let **On The Move** reduce your stress and save you time by arranging your utility connections at the property.... at no extra cost!

Simply tick the services you require and we will contact you within 24 hours to confirm.

<input type="checkbox"/>	ELECTRICITY	<input type="checkbox"/>	GAS	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	INTERNET	<input type="checkbox"/>	FOXTEL
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**On The Move** will use the information on this page 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 **On The Move** may be accessed by contacting **OnThe Move** using the contact details above. Normal service provider fees or bonds may apply.

Fax: 1300 661 160

## E. DECLARATION & PRIVACY STATEMENT

I 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 agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 2010.

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 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 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 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 NTD (National Tenancies Database)
- (h) transfer water account details into my name

If Section E is completed, I consent to the disclosure of this page of the application form to On The Move ABN 84 101 648 257 for the purpose of enabling On The Move to offer the connection and disconnection services to me. Where On The Move is requested to arrange for the provision of the services, I consent to On The Move 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 acknowledge that neither On The Move nor the Agent accept 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.

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.

Signature

X
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Date

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## F. APPLICANT HISTORY

11. What is your current address?

	Postcode

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

	Years		Months
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13. Why are you leaving this address?

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14. Name of Landlord or Agent

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Landlord/agent's phone no.

Weekly rent paid

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\$
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15. What was your previous residential address?

Postcode

16. How long did you live at this address?

	Years		Months
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17. Please give us further information about this rented property

Name of landlord or agent

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Landlord/agent's phone no.

Weekly rent paid

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\$
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Was bond refunded in full?

If not why not?

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## G. EMPLOYMENT HISTORY

18. Please provide your employment details

What is your occupation?

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(FULL TIME / PART TIME / CASUAL)

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

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Employer's address

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Contact name

Phone no.

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Length of employment

Net income ( PA )

	Years		Months
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\$
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19. Please provide your previous employment details

Previous Employer

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Contact name:

Phone no.

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## H. CONTACTS / REFERENCES

20. Please provide a contact in case of emergency

Surname

Given name/s

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Relationship to you

Phone no.

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

1. Surname

Given name/s

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Relationship to you

Phone no.

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2. Surname

Given name/s

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Relationship to you

Phone no.

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## I. PAYMENT DETAILS

Property Rental

\$
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per week Or

\$
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per month

Rental Bond (4 weeks rent)

\$
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First payment of rent in advance

\$
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Less: deduct Holding Fee (see below)

\$
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**Amount payable on signing lease  
(bank cheque or money order only)**

\$
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## J. HOLDING FEE

**THE HOLDING FEE CAN ONLY BE ACCEPTED AFTER THE APPLICATION FOR TENANCY IS APPROVED.**

Holding Fee

\$
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Equal to one weeks rent

The holding fee (not exceeding 1 week's rent) keeps the premises off the market for the prospective tenant for 7 days.

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

- i. The application for tenancy has been approved by the landlord; and
- ii. During this period, the premises will not be reserved for any other applicant, nor will a Holding Fee be received from any other applicant, pending the making of a residential tenancy agreement; and
- iii. If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee; and
- iv. If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.
- v. The whole of the fee will be refunded to the prospective tenant if:
  - a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period
  - b) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

Signature

X
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Date

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