



LJ Hooker Gosford

✉ 137 – 139 Mann Street
GOSFORD NSW 2250

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IDENTIFICATION CHECKLIST – You must provide clear photocopies**PRIMARY ID – You must provide photo ID and proof of income.**

- Driver's/Boating licence OR Proof of Age Card 40
- Passport (plus Visa if applicable) 40
- If Employee - 3 most recent payslips OR employment letter/contract 20
- If Self-Employed - most recent tax return OR Business Activity Statement 20
- If Unemployed - last Centrelink Statement 20
- Self-funded retiree or other income - please provide relevant documents 20

SECONDARY ID – Please choose at least one of these options.

- Bank statement (with name and current address) 20
- If Owner - council rates notice OR mortgage statement 20
- Utilities notice - water, electricity, gas, phone 20
- Birth/Marriage/Change of Name/Citizenship certificate 20
- Rental ledger, reference or most recent rent receipt 20
- University/TAFE/Student card 20

OTHER DOCUMENTS – Make up points with these documents.

- Medicare card 10 ATM or credit card 10 Private health fund membership card 10

PROPERTY DETAILS – Property you would like to rent

Property 1: Viewed: / /

Property 2: Viewed: / /

Property 3: Viewed: / /

Proposed start date: / / Proposed lease term: 6 months OR 12 months (please circle)

How much notice do you need to give at your current address? No. of adults occupying property:

Names and ages of children occupying the property:

APPLICANT DETAILS

Mr Ms Miss Mrs Other

Given Name/s Surname

Date of Birth

Are you a smoker? Yes / No (please circle)

Are you a permanent resident? Yes / No (please circle)
If no, please provide a copy of your Visa

Home phone no. Mobile phone no.

Email address

CURRENT ADDRESS

Postcode

Are you the: Owner / Tenant (please circle)

How long have you lived at your current address?
 Years Months

Why are you leaving this address?

Landlord / Agent's Name (and suburb)

Landlord/ Agent's phone no. Weekly Rent
\$

CONTACTS / REFERENCES**Please provide a contact in case of emergency (next of kin)**

Surname Given name/s

Relationship to you Phone no.

Please provide 2 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.

PREVIOUS ADDRESS

Postcode

Were you the: Owner / Tenant (please circle)

How long did you live here? Years Months

Why did you leave this address?

Landlord / Agent's Name (and suburb)

Landlord/ Agent's phone no. Weekly Rent
\$

EMPLOYMENT HISTORY

Occupation

Full Time Part Time Casual Contractor

Employer's business name
 (include institution if student)

Employer's address

Postcode

Contact person/dept. Phone no.

Length of employment Income w/f/m
 Years Months \$

PREVIOUS EMPLOYMENT HISTORY (if less than 3yrs in current job)

Occupation?

Employer's name

Contact person/dept. Phone no.

Length of employment Income w/f/m
 Years Months \$

DECLARATION - USE OF PERSONAL INFORMATION

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 Tenancy Agreement.

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 databases of defaults by tenants such as NTD, TICA or TRA for the purpose of checking my tenancy history.

I am aware that I may access my personal information by contacting:
 NTD: 1300 563 826 / TICA: 1902 220 348 / TRA: (02) 9363 9244

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 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) To conduct other searches from various persons/companies/third parties to verify the information provided by me

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.

Print name Date
 / /

Signature Date
 / /

IF SELF EMPLOYED PLEASE PROVIDE THE FOLLOWING

Business Name

Address

ABN

Accountant

Phone

ADDITIONAL QUESTIONS

Do you own an investment property? Yes No

Rental Return

Who is your current agent?

Do you plan to buy in the next 12 months? Yes No

Will you be seeking bond support from Centrelink? Yes No

Please provide details of pets

Breed/type	Age

HOW DID YOU HEAR ABOUT THIS PROPERTY?

Internet Referral Sign at property

Office Other _____

HOLDING DEPOSIT/ LEASE COMMENCEMENT

I agree:

- To pay a holding deposit of one week's rent to secure the property, within 24 hours of acceptance of the offer.
- That if I/we don't proceed, the holding deposit will be forfeited to the Landlord.
- That the property will continue to be advertised until the holding fee has been paid.
- That no action will be taken against the Agent/Landlord should the availability date of the property change.

LEASE COMMENCEMENT

I understand that I/we will not be entitled to occupy the property until:

- Vacant possession is provided by the current occupant of the premises
- The tenancy agreement is signed by all applicants
- All monies due are paid by the applicant(s) as cleared funds, prior to the expected date of occupation. Accepted payment methods are credit card (includes 1.2% surcharge), bank cheque or money order

Print name Date
 / /

Signature Date
 / /



This is a free service that connects all your utilities

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- Electricity Cleaners Gas Insurance Phone
- Pay TV Removalist Internet Truck or van hire

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information. Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service.

DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature

Date

PO Box 1519, Box Hill, Victoria 3128. P.1300 664 715 F.1300 664 185 www.directconnect.com.au

NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue; digital or cable television (and adequacy of such devices); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna and antenna sockets or other such points located in the property are serviceable or will otherwise meet the requirements of the tenant and tenants must rely upon their own enquiries.

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