



**first
national**
REAL ESTATE

Chester Hill

110 Waldron Road Chester Hill NSW 2162

Phone : 02 9738 7999

Fax: 02 9738 7988

Email: rentals@fnch.com.au

www.fnchesterhill.com.au

Residential Tenancy Application

Property Address:

ALL APPLICATIONS MUST INCLUDE THE FOLLOWING

- Photo Identification – 4 forms
 - Drivers licence
 - Passport
 - Photo ID
 - Medicare card
 - Copy of birth / marriage certificate / citizenship papers
- Proof of your current income – essential
 - 2 current pay slips (less than 1 month old)
 - Current Centrelink / pension statement
 - Self –employed – copy of last tax assessment + accountant details
- Banking information
 - Bank statement – showing 3 months
 - Copy of credit cards / Eftpos cards
- Current Address – must be in applicants name
 - Phone bill or electricity account
 - Rego papers
- Rental reference
 - Rental ledger or receipts
 - Private rental – copy of agreement plus written reference from owner
 - Home owner – proof of ownership – rate notices

I “the applicant” acknowledge I have read the following and fully agree

- Initial deposit equal to 1 weeks rental – Cash or bank cheque
this will be once the application has been approved
- Upon signing the agreement a payment equal to 5 weeks - Cash or bank cheque
1 weeks rent + bond monies (4 weeks rental)
- Should the property require remotes for garage or air conditioning a further deposit
of \$100 is required
- All relevant parties must sign the agreement to together
- Keys made available on start date and only after –
lease signed by all parties – monies paid in full

Signed and dated

Property:.....

Date Required :	Lease Term:	Rental:
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Applicant Information

Full Name		
Mobile	Home	Work
Email		
Date of Birth		
Drivers Licence No	State	
Car Registration No	State	
Passport No	Country	
Alternate ID		
Centrelink Payment Type		

Current Address

Address				
Do you	Rent	Own Home	Share	Live with family
How long have lived here				
Name of Agent /Landlord				
Contact Number				
Rent paid \$				
Reason for leaving				

Who will occupy the property

How many people	Adults	Children
Name	Age	Relationship

Employment Details

Working Full time / Part Time	Self Employed	Centrelink
Occupation		
Company details		
Address		
Suburb		
Phone		
Contact Name		
Length of employment	Years	months
Income weekly \$		

Previous rental / accommodation

Address	When lived here	Agent / Landlord details

Emergency Details

Emergency Contact
Relationship
Address
Mobile
Home

Emergency Contact
Relationship
Address
Mobile
Home

Other

Pets YES / NO	Type Breed
Smoker / Non Smoker	Inside / outside
	Other occupants smoker / non smoker

History

Have you had a bond monies withheld	YES / NO
Details – Why / how much	
Have you ever been evicted by any landlord/ agent ?	YES / NO
Have you ever been refused another property ?	YES / NO
Are you in debt to another landlord or agent?	YES / NO
Is there a reason your rent payment maybe affected?	YES / NO



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IT IS HEREBY ACKNOWLEDGED THAT;

The Applicant, when approved, will pay **only by cash, bank cheque or money order** a Holding Fee equivalent to one (1) week rent (the first week's rent) to reserve the premises in favour of the Applicant for a period of seven (7) days (calculated on the basis that one day reserved equals to one day's rent).

The premises will not be let during the Reservation Period, pending the execution of a residential tenancy agreement.

Should the Applicant decide not to proceed, the owner may retain the whole of the Holding Fee, being not more than the equivalence of ONE weeks rent.

If a residential tenancy agreement is entered into, the Reservation Fee is to be contributed towards rent for the premises.

APPLICANTS DECLARATION

I am of legal capacity (18 years old or more) and declare 'I am not a bankrupt'.

I hereby offer to rent the property from the owner under a lease agreement to be prepared by the Agent. I acknowledge that I will be required to be in attendance to sign a lease agreement on the day and time nominated.

I agree to pay the rent when due and fortnight in advance at all times.

I agree to pay all **future rent** by an agreed method as offered by the landlord's agent, **other than cash**.

I declare that I have inspected the premises. I agree to lease them in the same condition as inspected and sign a lease agreement prepared by the landlord's agent.

I declare that I **will allow** the landlord and/or the landlord's agent access for annual inspections whenever requested, with reasonable notice.

APPLICANT'S PRIVACY AUTHORITY:

I authorize First National Chester Hill to obtain and use personal information as to my suitability as a tenant, from:

- (a) The owner or 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, 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.

Data based used by First National Chester Hill – TICA 1900 222 0346 – PO Box 120 Concord NSW 2137

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 trades people or equivalent organizations such as utility connection or landlord insurance companies to contact me
- (d) lodge, claim, transfer to or from The Rental Bond Board
- (e) refer to Tribunals or Courts & Statutory Authorities (where applicable)
- (f) refer to debt collection agents or lawyers (where applicable)

I am aware that, if information is not provided or, I do not consent to the use to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises this application refers to and **NOTE** that this application always remains the property of First National Chester Hill.

Applicant Name & Signature
