

Residential Application Form

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



A. AGENT DETAILS

LJ Hooker Erskine Park

Address: 180-190 Swallow Dr, Erskine Park NSW 2759
 Phone: 02 9670 5000
 Fax: 02 9670 5999
 Email: rentals.erskinpark@ljh.com.au
 Website: www.erskinpark.ljhooker.com.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

3. Lease term?

____ Years ____ Months

4. How many tenants will occupy the property?

____ Adults ____ Children _____ Ages of Children

C. PERSONAL DETAILS

5. Please give us your details

Mr Ms Miss Mrs Other

Surname _____ Given Name/s _____

Date of Birth _____ Driver's licence number _____

Driver's licence expiry date _____ Driver's licence state _____

Passport no. _____ Passport country _____

Pension no. (if applicable) _____ Pension type (if applicable) _____

6. Please provide your contact details

Home phone no. _____ Mobile phone no. _____

Work phone no. _____ Fax no. _____

Email address _____

7. What is your current address?

 _____ Postcode

8. How did you find out about this property?

Newspaper The Internet Local Paper
 Office Office Window Sign Board at property
 Referral Other (specify)

D. UTILITY CONNECTIONS



myconnect is a FREE & EASY to use utility connection service available for tenants

Phone : 1300 854 478 enquiry@myconnect.com.au
 Fax : 1300 854 479 www.myconnect.com.au

Yes, Please Contact Me Interpreter service (tick if required)

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 34121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

Tick here to opt out



E. DECLARATION

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 database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826
- TICA: 1902 220 346
- 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)

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.

Signature _____ Date _____

Before any application will be considered, each applicant MUST achieve a minimum of 100 check points . Applications take approximately 2 business days to process. If you do not supply sufficient information (as required below), this will delay the process and the property may be let to another applicant. Acceptable forms of ID are below. Please CIRCLE points you are providing. Please note: We MUST have documentary evidence of current income or benefits received. Photo Identification MUST be provided; Driver's Licence, Proof of Age Card, Passport.	PROOF OF INCOME (Payslip, Centrelink, Bank Statement)	20	RECENT TENANT LEDGER / FRONT PAGE OF LEASE	20
	DRIVER'S LICENCE / PROOF OF AGE CARD	30	ELECTRICITY OR GAS BILL	10
	VALID PASSPORT	20	COUNCIL RATES	10
	BIRTH OR MARRIAGE CERTIFICATE	20	MEDICARE CARD	10
	CURRENT VEHICLE REGISTRATION	20	CREDIT CARD	10
	TELEPHONE OR MOBILE PHONE BILL	10	INSURANCE PAPERS	10

F. APPLICANT HISTORY

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

| Years | Months

10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

\$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

| Years | Months

14. Landlord/Agent 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

15. Please provide your employment details

What is your occupation?

What is the nature of your employment?
(FULL TIME/PART TIME/CASUAL)

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

Employer's address

Postcode

Contact name

Phone no.

Length of employment

| Years | Months

Net Income

\$

16. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

| Years | Months

Net Income

\$

H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

18. 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.

I. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets

Breed/type

Council registration / number

1.

2.

21. Do you have an investment property?

Yes No

J. PAYMENT DETAILS

Property Rental

\$ per week

First payment of rent in advance

\$

Rental Bond (4 weeks rent):

\$

Sub Total

\$

Less: Holding deposit (see below)

\$

Amount payable on signing tenancy agreement

\$

K. HOLDING FEE

The holding fee can only be accepted after the application for tenancy is approved.

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

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) The premises will not be let during the above period, 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.

Signature of Landlords agent

Date

Signature of Applicant

Date