

TENANCY APPLICATION FORM

Thank you for your interest in renting a property through Nidus Group Real Estate.

We ask that you read through the following application carefully and complete it in full with all supporting documentation attached before submitting your application to the property manager.

Incomplete applications will not be accepted or processed.

A separate application form is required for each adult over the age of 18 who is intending on occupying the property.

Applications will be processed within 48 hours providing we are able to contact your references in this time.

****Each applicant must provide 100 points of ID****

Driver's License	40 points	Passport	40 points
Medicare Card	15 points	Motor Vehicle Registration	15 points
Pension/Healthcare Card	15 points	Other photo ID	15 points
Birth Certificate	10 points	ATM/Credit Card	10 points

**** Each applicant must provide the following documents ****

1. Recent bank statement
2. Recent payslip or letter of offer from employer
3. Current or previous rental ledger
4. Rental bond receipt
5. Phone / electricity / utility bill
6. Council rates or water rates if home owner
7. If self-employed - business registration details & latest tax return or notice of assessment issued by the ATO

If you are unable to provide 100 points of ID or supply the required documents, please speak with a property manager who can assist you with your application.

TENANT DIRECT DEBIT REQUEST

Customers Authority

I / We _____ (Name/s)

Authorise Nidus Group Real Estate to arrange for funds to be debited from my / our account at the financial institution identified below and as prescribed below through the Bulb Electronic Clearing System (BECS).

This authorisation is to remain in force in accordance with the terms described in the Residential Tenancy Agreement.

Payment Details

The payment is for weekly rent payments for the premises known as:

_____ (Address of Premises)

I / We request that Nidus Group Real Estate debit my/our account in accordance with our Residential Tenancy Agreement for the above mentioned address and subject to the following conditions:

1. The direct debit payments are to commence on ____ / ____ / ____
2. The maximum amount to be debited each week is \$_____
3. PLUS applicable water usage charges when and if they occur after providing me/us with 21 days notice in writing.
4. PLUS applicable rent increase amount when and if they occur after providing me/us with 60 days' notice in writing
5. I am aware that all debits to my account will occur on a Thursday and will subsequently apply from the following day (i.e Friday).

_____/_____/_____
Tenants Signature Date Tenants Signature Date

Details of Account to be Debited

Name of Financial Institution:

Account Name:

Branch Number (BSB)

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Account Number

--	--	--	--	--	--	--	--	--	--	--	--

Service Agreement

I / We understand and acknowledge:

1. The financial institution may, in its absolute discretion, at any time by notice in writing to me, terminate this request as to future debits.
2. Nidus Group Real Estate may, by prior notice in writing to me within 14 days, vary the timing of future debits.
3. Where the due date does not fall on a business day and I am uncertain whether sufficient cleared funds will be available to meet the direct debit, I will contact the financial institution directly and ensure that sufficient cleared funds are available.
4. I can modify or defer this regular Direct Debit Request at any time by giving Nidus Group Real Estate 14 days' notice, in writing
5. I can stop or cancel the regular Direct Debit Request at any time by giving Nidus Group Real Estate 14 days' notice in writing.
6. If at any time I feel that a direct debit against my nominated account is inappropriate or wrong it is my responsibility to notify Nidus Group Real Estate as soon as possible.
7. If you believe there has been an error in debiting your account, you should notify Nidus Group Real Estate directly and confirm that notice in writing with Nidus Group Real Estate as soon as possible so that we can resolve your query more quickly. If we conclude as a result of our investigations that your account has been incorrectly debited we will respond to your query by adjusting your account accordingly. We will also notify you in writing of the amount by which your account has been adjusted. If we conclude as a result of our investigation that your account has not been incorrectly debited we will respond to your query by providing you with reasons and why evidence of this finding.
8. Direct debiting through BECS is not available on all accounts. I can check my account details against a regular statement or check with the financial institution as to whether I can request a direct debit from my account.
9. It is my responsibility to ensure that there are sufficient cleared funds in my nominated account to honour the DDR.
10. Nidus Group Real Estate may need to pass on details of my direct debit request to their sponsor bank in BECS to assist with the checking of any incorrect or wrongful debits to my nominated account.

_____/_____/_____
Tenants Signature Date Tenants Signature Date

Residential Application Form

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

A. AGENT DETAILS

Nidus Group Real Estate

Address: 18 Rooty Hill Road North, Rooty Hill, NSW 2766
Phone: 02 9677 9999
Fax: 02 9677 1234
Email: nidus@nidusgroupre.com.au
Website: www.nidusgroupre.com.au

B. PROPERTY DETAILS

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

 Postcode

\$ per week

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)

Application sent to Direct Connect (if Required)

D. UTILITY CONNECTIONS

This is a FREE service that connects all your utilities and other services.

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

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



MAKES MOVING EASY

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 charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 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
- 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.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 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.
- 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

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:

- The owner or the Agent of my current or previous residence;
- My personal referees and employer/s;
- 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:

- communicate with the owner and select a tenant
- prepare lease/tenancy documents
- allow tradespeople or equivalent organisations to contact me
- lodge/claim/transfer to/from a Bond Authority
- refer to Tribunals/Courts & Statutory Authorities (where applicable)
- refer to collection agents/lawyers (where applicable)
- 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

F. APPLICANT HISTORY**9. How long have you lived at your current address?**

		Years			Months
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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
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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
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Net Income

16. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

		Years			Months
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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

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 (bank cheque or money order only)

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.

(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 of Landlords agent

Date

Signature of Applicant

Date