

Application to Lease (Page 1 of 2)

For your application to be processed you must answer all questions, and sign each page.

Flat / Unit / Town-House / Villa / Duplex / House / Other



LIVERPOOL

71-73 Scott Street, Liverpool NSW 2170 - Phone: (02) 9732 4444

Email: leasing.liverpool@prd.com.au

PROPERTY DETAILS

1. Address of property you want to apply for?

1a. Lease term requested?

26 Weeks 52 Weeks Approved by

Rent per week

\$

Is tenancy subject to assistance by HOUSING NSW / OTHER Yes No

1b. Date Application Submitted

20

2. Agreed Commencement Date

20

Agreed by:

3. How many people will occupy the premises?

Adults Children Ages:

I / We agree to sign a lease agreement on

Mon. Tues. Wed. Thurs. Fri. Sat

20 Time: AM / PM

PERSONAL DETAILS

(APPLICANT 1)

4. Please give us your details

Mr. Mrs. Ms Miss

Surname / Family Name

Given name/s

Date of Birth

5. Current address

Email Address.

Driver's license No.

State license issued

Passport no.

Language Spoken

Home phone no.

Mobile phone no.

6. EMPLOYMENT DETAILS: What is your occupation

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

Employer's address

Contact name

Phone no.

Length of employment

Net income

Years Months \$ P/W-P/F

(OFFICE USE ONLY)

- * RENT ledger from a previous Agent / Landlord, or.....
- * RENT receipts from previous tenancy (Properly dated).....
- * Drivers Licence for NSW or Current Passport.....
- * Proof of Income (Such as 3 most recent pay slips).....
- * Photo identification of a recognized ID card.....
- * 3 most recent Bank statements and/or loans repaid proof.....

Date premises inspected

With

UTILITY CONNECTIONS

Let's connect now.

Connecting your home has never been easier, thanks to connectnow.

Return this completed form to your real estate agent or scan and email to dataentry@connectnow.com.au

We'll be in touch soon after you submit this form, to get things sorted for you.

connectnow.
We get things sorted.

PERSONAL DETAILS

(APPLICANT 2)

7. Please give us your details

Mr. Mrs. Ms Miss

Surname / Family Name

Given name/s

Date of Birth

8. Current address

Email Address.

Driver's license No.

State license issued

Passport no.

Language Spoken

Home phone no.

Mobile phone no.

9. EMPLOYMENT DETAILS: What is your occupation

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

Employer's address

Contact name

Phone no.

Length of employment

Net income

Years Months \$ P/W-P/F

Application to Lease (Page 2 of 2)

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APPLICANT/S RENTAL / ACCOMODATION HISTORY

10. How long have you lived at your current address
 Years Months

11. Why are you leaving this address

12. Name of landlord or agent of this or other rental property

Landlord / agent's phone no. Weekly rent paid \$

Have you ever had part/all of your bond withheld by an agent/landlord
YES / NO Amount \$ Rent / Cleaning / Other

DETAILS

Please answer the following questions:

	yes	no
Has your tenancy ever terminated by a landlord or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been refused another property by a landlord or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Are you in debt to another landlord or agent?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a reason your future rent payment may be affected?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever attended the Consumers Traders and Tenancy Tribunal?	<input type="checkbox"/>	<input type="checkbox"/>

13. Make & Model of vehicle/s

14. Registration & Number of Vehicles
 1..... 2.....

15. Do you own **PETS** that will be housed with you? Yes No
 Breed/Type Council registration / No.

16. Do any proposed tenants or occupants **SMOKE** ? Yes No

CONTACTS / REFERENCES

17. Please provide contact of a relative, in case of emergency.
 Name & Contact No.
 Address:

18. Please provide name & contact of a 2nd person in case of emergency.
 Name & Contact No.
 Address:

ADDITIONAL INFORMATION – MAY BE REQUIRED

Should you not be able to supply a Licence or Passport, you must supply two or more of the following documents;

Birth certificate (if Licence or Passport is NOT available)

Medicare Card or Credit Card

Electricity and / or telephone and / or gas bill

Guarantor (such as a parent property owner)

Other form of information to assist your application

ACKNOWLEDGEMENT & DECLARATION (ALL APPLICANTS)

IT IS HEREBY ACKNOWLEDGED THAT: The Applicant, when approved, will pay **only** by bank cheque or money order a Holding Fee equivalent to one (1) week rent (the first week's rent) to reserve the premises in favor of the Applicant for a period of not more than seven (7) days.

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

The whole fee will be refunded if the landlord does not decide to enter into a residential tenancy agreement for the premises during the Reservation Period.

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 Holding Fee is to be contributed towards rent for the premises.

APPLICANTS DECLARATION

I am of legal capacity (18 years of age 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 pay costs associated with a lease agreement prior to my occupying these premises and be in attendance to sign a lease agreement on the day and time nominated.

I agree to pay the **rent when due** and a **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 have inspected the premises and I agree to sign a lease agreement prepared by the landlord's agent, in the same condition as inspected.

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

APPLICANT'S PRIVACY AUTHORITY:

I authorise PRD Real Estate Liverpool 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;
- (d) Courts & Statutory Authorities (such as Police where applicable)

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 agreement / tenancy documents
- (c) allow tradespeople or equivalent organisations with contact details
- (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, then the Agent cannot provide me with the lease/tenancy of the premises this application refers to.

I/we have an application pending on other property Yes No

I am considering buying a property in the future Yes No

I/we currently own a property Yes No

I had deductions taken from a bond of a previous tenancy Yes No

Applicant 1 Applicant 2

PLEASE NOTE: This application always remains the property of PRD Real Estate Liverpool.

PAYMENT and ADDITIONAL INFORMATION

PAYMENT DETAILS

Deposit paid (1 weeks rent) \$

Balance of first two weeks rent \$

Rental Bond (4 weeks rent) \$

Amount payable on signing tenancy agreement \$

Will I/We use the "Rental Bonds Online facility"
YES / NO (cross out one)