



Elders

Residential Tenancy Application Form

Elders Real Estate Blacktown

Shop 3, 1 Aldgate Street, (Cnr Blacktown Rd)

(Prospect village) Prospect NSW 2148

T: 02 9631 8222

E: rentals@eldersblacktown.com.au

W: eldersblacktown.com.au

Applicant Name:

Property Address:



NOTE: ALL ADULTS OVER THE AGE OF 18 MUST COMPLETE ONE APPLICATION EACH: PLEASE SUPPLY YOUR OWN 100 POINTS PHOTOS COPIES OF ID.

PROPERTY DETAILS

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

2. Property rental: \$ _____ per week \$ _____ per month

3. Lease commencement date: ____/____/____ Lease term: ____ Months ____ Years

4. How many tenants will occupy the property? Adults ____ Children ____ Ages of Children _____

5. Car Registration & Vehicle Details: _____

6. Please provide details of any pets:

1. Breed/Type: _____ Council registration number: _____

2. Breed/Type: _____ Council registration number: _____

7. How did you find out about this property? _____

8. Are you (or anyone residing in the property) a smoker? Please tick: YES NO

CONFIRMATION

In order for us to process this application all questions must be answered fully. The completion of this application is not an acceptance. Failure to fully complete this application may result in the application not being processed. I/We the said applicant/s declare that all the information contained in this application is true and correct, and that the information is provided of my/our own free will. I/We further authorise the agent to contact any of the referees or references supplied by me/us in this application for verification of the details provided.

My Name is (Name of Applicant)

Declare the following;

1. I inspected Rental Property at _____ on the _____

2. I wish to apply to rent the above property for a period of _____ months commencing on _____

3. I agree that the rent is \$ _____ per week/fortnight/month & that the rental bond of 4 weeks rent \$ _____

4. I the applicant/s declare that I/We am/are not bankrupt and that I/We have not entered into any scheme of arrangement for payment of monies to any creditors. I/We further declare that I/We am/are not paying off any previous rental debt.

5. I authorise the agent to access and check any information that may be listed on me/us on the TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available.

6. I/We agree and understand that in the event of this application being rejected there is no requirement at law for the agent to disclose to me/us any reasons for such rejection. I/We also agree that I/We will not raise any objections for not being provided a reason for any rejection of this application.

7. I agree and understand that in the event of this application being approved by the agent, the agent may report any defaults that may occur from time to time in the tenancy with TICA DEFAULT TENANCY DATABASE and any other tenancy database which may be available. I/we understand that in the event of a default being reported to TICA DEFAULT TENANCY DATABASE or any other tenancy database, the removal of such information is subject to the guidelines of the database companies.

8. I agree and understand that in the event of this application being approved all initial monies will be paid to the agent by or internet transfer (NO CASH) or bank cheque. I understand and agree my application is based on rental payment by direct debit from my account to be nominated to the agent at the time of signing the Residential Tenancy Agreement;

9. I/We agree that no keys for the property will be provided by the agent to me/us until such time as all monies owed are paid in full in accordance with clause 8 above
10. I agree that I/we will abide by the policies of the office of the agent as may be provided to me/us in relation to this tenancy.

11. I agree to provide & supply to agent photocopies of all required documentations for their records.

12. I agree that upon communication of acceptance of this application by the landlord or his agent that this tenancy shall be binding on both the landlord and the tenant. I/We further agree that I/We will sign the Tenancy Agreement, and be bound by the terms and conditions of the Tenancy Agreements.

Applicant Signature

X

Print Name

Date

FREE UTILITY CONNECTION SERVICE



MyConnect will contact you to connect your utilities for FREE

- Yes, Please Contact Me**
- Interpreter required
- OR Tick here to opt out

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

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 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.



PERSONAL DETAILS

9. Please provide your details

Mr Mrs Ms Miss Other

Full Name: _____

Date of Birth: _____

Drivers Licence No: _____

Expiry: _____ State: _____

Car Registration: _____

Passport No: _____ Country: _____

Pension No: (if applicable) _____

Pension Type: (if applicable) _____

10. Please provide your contact details

Home Ph: _____

Mobile: _____

Work Ph: _____

Email: _____

11. What is your current address?

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

13. Has your tenancy ever been terminated by a landlord/agent?

N Y - Details: _____

14. Have you ever been refused a property by a landlord or agent?

N Y - Details: _____

15. Are you in debt to another landlord or agent?

N Y - Details: _____

16. Have any deductions ever been made from your rental bond?

N Y - Details: _____

17. Any reason known to you that will affect future rental payment?

N Y - Details: _____

APPLICANT HISTORY

18. Why are you leaving this address?

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

Landlord/Agent Name: _____

Phone number: _____

Rental amount: \$ _____ per week

20. What was your previous residential address?

21. How long did you live at this address?

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

Landlord/Agent Name: _____

Phone number: _____

Rental amount: \$ _____ per week

Was the bond refunded in full? Yes No

If no, why? _____

EMPLOYMENT HISTORY

23. Please provide your employment details

Occupation: _____

Employment type: Full Time Part Time Casual

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

Contact Name: _____

Phone: _____

Employment length: _____ Years _____ Months

Net Income: \$ _____

24. Please provide your previous employment details

Occupation: _____

Employer's name: _____

Employment length: _____ Years _____ Months

Net Income: \$ _____

CONTACTS/REFERENCES

25. Please provide a contact in case of emergency

Full Name: _____

Relationship to you: _____

Phone: _____

26. Please provide 2 personal references (not related to you nor friends)

1. Full Name: _____

Relationship to you: _____

Phone: _____

2. Full Name: _____

Relationship to you: _____

Phone: _____

OFFICE USE ONLY (skip to next page)

Rent: \$ _____

Bond: \$ _____

Other: \$ _____

Total: \$ _____

Less Deposit: \$ _____

Owing: \$ _____

Employment details confirmed: Yes No

Previous rental history confirmed: Yes No

100 points checklist confirmed: Yes No

Landlord / Agent contacted: Yes No

ACCEPTED REJECTED

TICA checked Details- Attached print outs Yes No

RP Date checked Details- Attached print outs Yes No

Comments: _____



Please nominate your preferred ongoing rent payment methods:

Next Rent Payment Due: ___/___/___

Rent Frequency: Weekly Fortnightly Monthly

OPTION 1: Pay rent by Credit / Debit Card:

Card Number:

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Name on Card: _____ Expiry: ___/___

I am aware of the convenience fee of 1.3% (incl GST) for Credit Card payments of the transaction value in accordance with this Tenant Registration. I understand that this arrangement will remain in place until such time as it is cancelled by me in writing at least 30 days notification.

Applicant Signature

X

OR OPTION 2: Pay rent by Bank Account – Direct Debit Request:

I/we request that moneys due in terms of the repayment arrangements covered by this document, be drawn by Silver Realty Pty Limited Trading As Elders Real Estate Blacktown (User ID 24451445) under the Direct Debiting System from my/our account stated below. I/we acknowledge that this Direct Debiting arrangement is governed by the terms of the Direct Debit Service Agreement received from you.

Financial Institution: _____ Branch: _____

Account Name: _____

BSB:	Account number																
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Rent frequency: Weekly Fortnightly

DECLARATION: I/We Full Name/s: _____

Request and authorise Silver Realty Pty Limited Trading As Elders Real Estate Blacktown and User Id 24451445 to arrange, through its own financial institution, a debit to your nominated account any amount Silver Realty Pty Limited Trading As Elders Real Estate Blacktown has deemed payable by you. This debit or charge will be made through the Bulk Electronic Clearing System (BECS) from your account held at the financial institution you have nominated below and will be subject to the terms and conditions of the Direct Debit Request Service Agreement.

Acknowledgement: By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and Silver Realty Pty Limited Trading As Elders Real Estate Blacktown as set out in this Request and in your Direct Debit Request Service Agreement.

PAYMENT DETAILS

Property rental: \$ _____ per week	First payment of rent in advance (2 weeks):	\$ _____
	Rental Bond (4 weeks rent):	\$ _____
	Sub Total:	\$ _____
	Less: Reservation fee (see below)	\$ _____
	Amount payable on signing tenancy agreement:	\$ _____

For security and insurance reasons, Elders Real Estate Blacktown has a cash free policy. **NO CASH ACCEPTED.** Please ensure the amount payable upon signing the Residential Tenancy Agreement is made in the form of **CREDIT CARD, BANK CHEQUE, MONEY ORDER.**

RESERVATION FEE

Complete this section if you wish to reserve the property for the period of time:-

Reservation fee	Reservation period
\$ _____	_____ Days

The landlord's Agent undertakes:-
The premises will not be let during the reservation period, pending the Agreement of the 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 for the reservation period. The whole fee will be refunded if the landlord does not carry out (during the reservation period) repairs or other work on which it is a condition to enter into a residential Tenancy Agreement

If the applicant decides not to enter into a residential Tenancy agreement, and the premises are not let or otherwise occupied during the reservation period, the landlord may retain the portion of the fee representing the rent that would have been paid during the reservation period (based upon the proposed rent), but must refund the remainder. If a residential Tenancy Agreement is entered into, the fee is to be contributed towards rent for the premises.

100 POINTS OF IDENTIFICATION

- | | | | |
|---|---------|--|----|
| <input type="checkbox"/> PASSPORT / DRIVERS LICENCE | 30 each | <input type="checkbox"/> BANK CARD/VISA/MASTER CARD | 15 |
| <input type="checkbox"/> TENANCY LEDGER / COPY OF LEASE | 20 | <input type="checkbox"/> PENSION CARD/MEDICARE CARD | 15 |
| <input type="checkbox"/> PREVIOUS (4) RENT RECEIPTS | 20 | <input type="checkbox"/> COUNCIL/WATER RATES | 15 |
| <input type="checkbox"/> MOTOR VEHICALE REGISTRATION | 15 | <input type="checkbox"/> PAYSLLIP/ EMPLOYMENT CONTRACT | 15 |
| <input type="checkbox"/> TELEPHONE/GAS/ELECTRICITY ACCT | 15 | | |

DECLARATION/AUTHORITY

Elders Real Estate Blacktown are committed to respecting the privacy of the personal information it collects to carry on its business; and to complying with the national Privacy Principals set out in the privacy act 1988 (Cth) (the privacy act). This policy sets out Elders Real Estate Blacktown commitment to compliance and details how that commitment is to be carried out. Elders Real Estate Blacktown collects personal information from its clients for the purpose of carrying out its function and activities as Estate agents and Property managers. Any information we collect about you will be made available to you at your request. This information collected in this Tenancy Application form is required to assess your suitability to lease the premises. To do this, it is necessary to disclose your personal information to others. We are unable to do so without your knowledge and consent. The people and organisations we may disclose your personal information to include the proposed landlord and their legal representatives and mortgagee, your current and previous landlord, your bank, your current and previous employer, your referees, your emergency contact, maintenance and tradespeople, rental bond authorities, residential tenancy tribunals, collection agents, other Estate Agents, utilities (gas, electricity, water, phone), and the National tenancy Database Pty Ltd ("NTD"). NTD must also comply with

the privacy Act. NTD collects personal information to provide to its members and other (including licensed Estate Agents, NTD's parent company, Collection House Ltd and its subsidiaries or related entities, and credit bureaus). NTD collects historical tenancy and public record information on individuals and companies who lease residential and commercial property from or through licensed Estate Agent members of NTD. NTD also provides credit information on companies and directors applying for commercial leases. Elders Real Estate Blacktown will advise NTD of your conduct throughout the term of your tenancy and that information will form part of your tenant history. If you do not consent to the handling of your personal information in the manner described, we will not be able to process your application.

If you have any questions or feedback about privacy or wish to make a complaint about the way in which Elders Real Estate Blacktown has handled your personal information, please contact us by writing to Elders Real Estate Blacktown, Shop 3, No. 1 Cnr. Blacktown Road & Aldgate Street, (Prospect Village), Prospect NSW 2148; or by phoning 02 9631 8222 or email rentals@eldersblacktown.com.au

Applicant Signature

X

Print Name

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Date

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