

RESIDENTIAL TENANCY APPLICATION



Ph: 6687 1500 Fax: 6687 1861
19a Byron Street, Bangalow
Email: rentals@eldersbangalow.com.au

PROPERTY ADDRESS: _____

Please read prior to completing your application, your application will not be processed until your application is completed and signed in full; including all ID and supporting documentation provided.

HOLDING FEE: The tenant undertakes to pay a holding fee of equivalent to one week's rent on approval of application. The Holding Fee will be credited to the first weeks rent once the tenant moves into the property. If the Applicant does not take the property after the Holding Fee has been paid, the Agent may retain the Holding Fee.

RENT AND BOND: The second weeks rent and bond (equivalent to 4 weeks rent) is due and payable prior to collecting the keys and commencement of the tenancy.

INSPECTION: Applicants are required to inspect the property prior to submitting an application
ONE APPLICATION IS TO BE SUBMITTED PER PERSON

Driver licence showing current address	60 points	Passport	60 points
Recent utilities account showing current address	30 points	Last 4 rent receipts or mortgage payments	40 points
Birth Certificate	20 points	Medicare Card	10 points
Student Identification	20 points	Student Visa	30 points
Credit card with signature	20 points	Bank cards with signature	20 points

PLEASE ENSURE YOU HAVE TICKED THE BELOW CHECKLIST PRIOR TO HANDING IN YOUR APPLICATION:

- Attached photocopies of documents to meet 100 or more points ID which includes at least one copy of photo ID
- Attached proof of income which could include payslips, bank account statements, tax return documents, Centrelink statements etc
- Inspected the property both internally and externally
- Viewed any specific 'special terms' of the tenancy agreement
- Completed the application in full including signing the Privacy Disclosure Statement

Tenants Contact Name: _____

Tenants Contact Number: _____

Full Name of Applicant:	
Business Hours Phone:	Date of Birth:
Email Address:	Mobile:
It is important that tenants are easily contactable. Are you easily contactable?	

Current Residential Address:		
Length of time at property	Weekly rent paid	
Contact details to confirm current living arrangements (please circle) Private Landlord / Agent / Other		
Name	Phone/Mobile	Fax

Previous Residential Address:		
Length of time at property	Weekly rent paid	
Contact details to confirm previous living arrangement (please circle) Private Landlord / Agent / Other		
Name	Phone/Mobile	Fax

Number of Occupants who will reside at the property:		
Number of Dependants who will reside at the property - including age		
Names of Occupants/Dependants	1	2
	3	4
	5	
Do you have any pets? Yes/No	IF Yes, Pet Type _____	
Breed	Number of Pets	Registered with council? Yes/No
Is anyone applying or going to reside at the property a smoker?		Yes / No

Personal References (cannot be relatives, partner or other people applying with you)	
1. Name	Business Hours Phone
Postal Address	
2. Name	Business Hours Phone
Postal Address	

Emergency Contact/Next of Kin (not at same property):	
Name	Phone/Mobile
Postal Address:	

Employment/Income (please indicate by circling or ticking below) – Part Time/ Full Time/Contractor/ Casual/ Not employed/ Self-employed/ Student		
Other _____		
Weekly net income \$		
Any other debts/loans currently owing (list weekly payments please)		
1 Car Loan	\$	
2 Personal Loan	\$	
3 Credit Card	\$	
4 Any other loans	\$	
Name of Employer	Payroll Contact Name	
Phone	Email	
Length of Time at Current Employment	Years	Months
If a Student (please circle)	Name of University/Tafe/College/Other	
Student ID number (copy required)	Visa Number (copy required)	
If Self Employed; Name of Business		

Name of Business Accountant		
Address of Accountant		
Email	Phone	Fax
Are you an Australian Citizen? YES NO.		
If No, please provide details of VISA or residency status as part of the application.		

How did you find out about this property?

- website: www.
 Newspaper Agency contact Sign Referral Other

Declarations – Applicant to complete and provide details if required:

Question:	Yes:	No:
Have you ever been evicted by any Landlord or Agent?		
Are you in debt to another Landlord or Agent?		
Was your bond at your last address returned in full?		
Was the property in satisfactory condition when you inspected the property?		

I declare the above information provided is true and correct. I consent to verify details via TICA database records.

I declare I am not bankrupt or an undischarged bankrupt.

I apply for Tenancy for a period of _____ months, at a rental of \$_____ per week, commencing on _____/_____/_____.

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



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

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



This is a FREE service that connects all your 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:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. 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
3. 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.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. 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.
6. 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

Terms and Conditions

I understand that should my application be accepted, that the Agency (on behalf of the lessor) will require a Residential Tenancy Agreement signed and monies rent and/or bond) paid within a reasonable time frame.

I consent to the use of email or fax before the tenancy commences and during the tenancy (if the application is accepted by the lessor) – I understand that the tenancy agreement and required tenancy information may be emailed or faxed to me if I am unable to attend the office at an agreed Appointment time. *(If you do not consent to the use of email or fax, please cross this term out and initial the paragraph plus insert the date)*

I understand that should my application be denied by the lessor, that there is not a legal requirement to disclose reasons as to why. I also understand that my application and personal information will be disposed of accordingly having regard to the Privacy Act and the Agency Privacy Policy. (If you would like a copy of the agency privacy policy, please request one from our staff)

I provide consent for the Agency as part of application processing to contact all necessary people (such as referees, other agents, tenancy databases) to verify the Application information provided and understand that all Federal Privacy Act requirements will be adhered to by the Agency.

I consent to my information being passed on during the tenancy (should it commence) and after the tenancy if required to other third parties which include however are not limited to tradespeople/contractors, salespeople, bodies corporate, tenancy databases and other relevant parties in full compliance with the Federal Privacy Act and any other relevant information. The Lessor of the property will be provided all relevant information. The agreement should it commence is a contract between the lessor and the tenant; personal information may be passed onto the lessor as the owner of the property.

By signing this form, I have read and understood clearly all of the information outlined above.

Name of Applicant	
Signature	Date

We will endeavour to exceed your expectations by processing the application within one business day. This will depend on named referee availability and lessor response. We shall be in contact as soon as we can to advise you of the application outcome. Contact by our Agency may be made via phone, sms or email.
