

Tenancy Application Form

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

A. AGENT DETAILS

Chatswood Real Estate
 104C Victoria Ave, Chatswood NSW 2067
 Phone no. 02 9417 8888
 Fax no. 02 9417 4973
 Email address: rentals@chatswoodrealestate.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 people will normally occupy the property?
 Adults 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 no. 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. Work phone no.

Mobile phone no. Fax no.

Email address

7. What is your current address?

 Postcode

D. FREE UTILITY CONNECTION SERVICE **INCHC**

To save you time when you're moving house, UtilityOne can help you arrange your utility connections:

PHONE ELECTRICITY GAS PAY TV INTERNET

It's a FREE service and there's NO obligation - so just tick this box if you want UtilityOne to call you and explain how the service works. Then, IF you would like help arranging your connections, we will confirm the details with you at that time.

Yes, please contact me!

Utility connection services are provided by: **UTILITYONE**

Phone: 13 18 19 Email: contact@utilityone.com.au
 Fax: 1300 73 18 19 Web: www.utilityone.com.au

UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply.

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay the amounts as specified in Section J.

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 authorize the Agent to obtain personal information from:
 (a) The owner or the Agent of my current or previous residence;
 (b) My personal referees and employers;
 (c) Any record, listing or database of defaults by tenants;
 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 the Residential Tenancies Bond Authority
 (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
 (f) refer to collection agents/lawyers (where applicable)

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. I am aware that I may access personal information on the contact details above.

If Section D is completed, I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. Where UtilityOne is requested to arrange for the provision of the services, I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN, telephone number, water company) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Signature Date

X

N.B. Both sides of this application must be completed

Property manager name

Application faxed to UtilityOne (if required)

F. APPLICANT HISTORY

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

	Years		Months
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9. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

	\$
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11. What was your previous residential address?

Postcode

12. How long did you live at this address?

	Years		Months
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13. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

	\$
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Was bond refunded in full?

If not why not?

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G. EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

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

Employer's address

Postcode

Contact name

Phone no.

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Length of employment

Net income?

	Years		Months	\$
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15. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment

Net income?

	Years		Months	\$
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H. CONTACTS / REFERENCES

16. Please provide a contact in case of emergency

Surname

Given name/s

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Relationship to you

Phone no.

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17. Please provide two personal references (not related to you)

1. Surname Given name/s

Relationship to you

Phone no.

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2. Surname

Given name/s

Relationship to you

Phone no.

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I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets:

Breed / type Council registration / number

1.
2.

J. PAYMENT DETAILS

Property rental

\$	Per week OR	\$	per month
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First payment of rent in advance

\$

Rental bond (4 weeks rent)

\$

Tenant's share of cost of preparing tenancy agreement

\$

Sub Total

\$

Less: deduct Reservation Fee (see below)

\$

Amount payable on signing tenancy agreement
(Cash or bank cheque only)

\$

K. RESERVATION

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

RESERVATION FEE

RESERVATION PERIOD

\$	Days
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The Landlord's Agent undertakes:

- The premises will not be let during the Reservation Period, pending the agreement 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;
- the whole fee will be refunded if the landlord does not carry out (during the Reservation Period) repairs or other work upon which is a condition to entry 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; and
- If a residential tenancy agreement is entered into, the fee is to be contributed towards rent for the premises.

Signature of the Landlords agent

Date

X	
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Signature of Applicant

Date

X	
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