

Raine&Horne®

TENANCY APPLICATION FORM



TERRIGAL

78 Terrigal Esplanade
Terrigal NSW 2260
02 4385 1000

AVOCA BEACH

182 Avoca Drive
Avoca Beach NSW 2251
02 4382 1444

ERINA

Suite 5, 206 The Entrance Rd
Erina NSW 2250
02 4365 0645

APPLICATION CHECKLIST

Please tick what is attached to your Application:

- ☐ Drivers Licence
- ☐ Medicare card - Passport
- ☐ Employed - 4 recent pay slips
- ☐ Unemployed - bank statement or centrelink letter
- ☐ Self Employed - recent tax return / bass statement
- ☐ Owner - rates notice
- ☐ Rental Ledger

Prior living arrangement, please attached 3 of the following:

- ☐ Electricity
- ☐ Gas
- ☐ Foxtel
- ☐ Car Registration
- ☐ Phone Account
- ☐ Bank Statement
- ☐ Voting Enrolment
- ☐ Private Health
- ☐ Car finance accounts

EMPLOYMENT HISTORY

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

Phone no.

Length of employment

Years

Months

Net Income

PREVIOUS EMPLOYMENT HISTORY

Please provide your previous employment details

Occupation?

Employer's name

Contact

Phone no.

Length of employment

Years

Months

Net Income

HOW DID YOU HEAR ABOUT THIS PROPERTY?

- ☐ Window Display
- ☐ Referral
- ☐ Local Paper
- ☐ Other _____
- ☐ Office
- ☐ The Internet
- ☐ Sign Board at property

IF SELF EMPLOYED PLEASE PROVIDE THE FOLLOWING

Company Name

Address

Lessor / Agent

ABN

Accountant

Phone

ADDITIONAL QUESTIONS

Do you own an investment property? ☐ Yes ☐ No

Rental Return

Who is your current agent?

Have your tenancy ever been terminated? ☐ Yes ☐ No

Have you ever been refused a property by another agent? ☐ Yes ☐ No

Are you in debt to another agent/landlord? ☐ Yes ☐ No

Have any deductions ever been made from your rental bond? ☐ Yes ☐ No

Vehicle Type (if applicable)

Is the vehicle

Owned ☐

Financed ☐



NEED TO GET CONNECTED?

Direct Connect offers a free, no-obligation service, that will make your move easier by organising connections to a range of services for your new home.

**DIRECT
CONNECT**
MAKES MOVING EASY
directconnect.com.au

Tick the box on the following page and Direct Connect will contact you.

PROPERTY DETAILS - Property you would like to rent

Proposed Property:

Rent per week proposed Property \$ per week

Proposed lease term (months, please tick) 6 ☐ 9 ☐ 12 ☐ Proposed commencement date

How many tenants will occupy the property? Adults ☐ Children ☐ Ages

Are you a smoker? Yes ☐ No ☐ Social ☐ Are all occupants living in the property full time? Yes ☐ No ☐

Pets: Yes ☐ No ☐ Breeds

Parking: ☐ CS ☐ S/CS ☐ LUG ☐ NA Other

I have personally inspected the property (please sign)

APPLICANT'S CURRENT DETAILS

Please give us your details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐

Surname Given Name/s

Driver's licence number

Driver's licence expiry date Driver's licence state

Date of Birth Registration Number

Please provide your contact details

Home phone no. Mobile phone no.

Work phone no. Fax no.

Email address

CONTACTS / REFERENCES

Please provide a contact in case of emergency (next of kin)

Surname Given name/s

Relationship to you Phone no.

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.

CURRENT APPLICANT ADDRESS

What is your current address?

Postcode

Are you the: Owner / Tenant (circle)

How long have you lived at your current address?

Years Months

Why are you leaving this address?

Landlord / Agents name

Landlord/agent's phone no. Weekly Rent Paid

\$

PREVIOUS APPLICANT ADDRESS

What was your previous residential address?

Postcode

How long did you live at your previous address?

Years Months

Why did you leave this address?

Landlord / Agents name

Landlord/agent's phone no. Weekly Rent Paid

\$

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



☐ 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:

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

PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. www.directconnect.com.au

NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue; digital or cable television (and adequacy of such devices); are the sole responsibility of the tenant(s) and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property. The landlord does not warrant that any telephone plugs, antenna and antenna sockets or other such points located in the property are serviceable or will otherwise meet the requirements of the tenant and tenants must rely upon their own enquiries

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:

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

- (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 a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) 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

APPLICATION DETAILS

Your application will not be processed unless you provide photocopies of all of the following documents. If you require our office to photocopy any documents there will be a charge of \$1 per page.

For your application to be processed, you are required to provide photocopies of the following documents:

1. **photo identification** (eg. drivers licence or passport)
2. **rental ledger or rent receipts** (showing a history of your rental payments)
3. **account or invoice with the current address** (phone/mobile, electricity, credit card, bank account, rates notice)
4. **evidence of income** (pay slip or letter from employer. If self employed a letter from your accountant or your last tax return. If unemployed a letter from Centrelink confirming your payments).
5. **references** (a written rental reference and any other written references. If you have sold your home provide a copy of your rates notice or water bill & the selling agents details)
6. **current ATM balance or bank statement** "for occupants over the age of 18 yrs it is essential that each person who wishes to reside on the premises complete an application form in full"

Terms & Conditions

I authorise that the above information may be used to carry out a credit check on me. I also agree that should I be in breach of any express or implied provision of the Tenancy Agreement or any provision of the residential Tenancies Act, that I am responsible for the landlords costs incurred in undertaking collection action to recover his/her losses

- **Please remember to sign each page of the application.**
- **We accept payments via Bank Cheque, Money Order**

CONNECTIONS YOU CAN COUNT ON WHEN YOU MOVE

At Direct Connect, your move is our priority. Offering a free, no-obligation service, we will make your move easier by organising connections to a range of services for your new home. We also provide you peace of mind with our Always On Guarantee.*



NEED TO GET CONNECTED?

ASK YOUR REAL ESTATE AGENT TO SEND US YOUR DETAILS.

Contact Direct Connect on **1300 664 715** or visit directconnect.com.au

*Visit directconnect.com.au/guarantee for terms & conditions



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