

# Raine & Horne®

**Address:** Shop 6/2 Archibald Avenue, Waterloo NSW 2017  
**Phone:** (02) 8397 7800  
**Fax:** (02) 8397 7801  
**Website:** www.rh.com.au/greensquare  
**Email:** info@greensquare.rh.com.au

## Application Checklist

### Photo Identification (one of the following)

Current driver's licence

Proof of age card

Passport

### Proof of income (one of the following)

Recent bank statements

Recent payslips

- One application must be completed for each adult wanting to reside in the property.
- Applications that are not completed and do not have all supporting documents will not be accepted.

## Property Details

Address: \_\_\_\_\_

Rent per week: \$ \_\_\_\_\_ Lease term \_\_\_\_\_ months

Lease commencement date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Preferred payment:

Weekly  Fortnightly  Monthly

Is parking required?  Yes  No

Number of Adults: \_\_\_\_\_ Children: \_\_\_\_\_ Ages: \_\_\_\_\_

Are you a smoker?  Yes  No

Pets (specify breed and age): \_\_\_\_\_

## Applicant's Details

Full name: \_\_\_\_\_

Age \_\_\_\_\_ Date of birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Email: \_\_\_\_\_

Mobile: \_\_\_\_\_ Work: \_\_\_\_\_

Licence No: \_\_\_\_\_

State \_\_\_\_\_

Pasport No: \_\_\_\_\_

Country: \_\_\_\_\_

## Free Utilities Connection

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
Pay TV	



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

## Terms and Conditions

It is agreed that all the information contained in this application is true and correct, and that the information is provided freely. It is agreed that the agent may contact any of the referees or references supplied for verification of this application.

The applicant agrees to the following:

1. It is agreed and understood that in the event of this application being rejected there is no requirement by law for the agent to disclose to you any reason for such rejection. It is also agreed that no objection for not being provided a reason for any rejection of this application will be raised.
2. It is agreed and understood 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. It is understood 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.
3. It is agreed and understood that in the event of this application being approved all initial monies will be paid to the agency in FULL.
4. It is agreed that no keys for the property will be provided by the agent until such time as all monies owed are paid in full in accordance with clause 3 above.
5. It is agreed that all tenants and approved occupants will abide by the policies of the agent as may be provided in relation to this tenancy.
6. It is agreed that the agent may photocopy information supplied for their records.

I/We have read and accept the above Terms and Conditions.

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Signature

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Date

**Rental History**

(If owned please provide proof of ownership e.g. council or water rates)

Current Address: \_\_\_\_\_  
\_\_\_\_\_

Period of tenancy: \_\_\_\_\_ Rent per week: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Previous Address: \_\_\_\_\_  
\_\_\_\_\_

Period of tenancy: \_\_\_\_\_ Rent per week: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Employment History**

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Licence No: \_\_\_\_\_

Full time  Part time  Casual

Period of employment: \_\_\_\_\_ Weekly Wage: \$ \_\_\_\_\_

Contact Name: \_\_\_\_\_

Position: \_\_\_\_\_ Contact No. \_\_\_\_\_

Previous Position (if above is less than 6 months)

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Licence No: \_\_\_\_\_

Full time  Part time  Casual

Period of employment: \_\_\_\_\_ Weekly Wage: \$ \_\_\_\_\_

Contact Name: \_\_\_\_\_

Position: \_\_\_\_\_ Contact No. \_\_\_\_\_

**Self Employed**

(Please provide copies of Business Registration and Accountant's details)

Business Name: \_\_\_\_\_

Business Type: \_\_\_\_\_

Accountant: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone No. \_\_\_\_\_ Fax: \_\_\_\_\_

**Investment Property**

(Please provide proof of ownership and income e.g. statement, lease etc.)

Previous Address: \_\_\_\_\_  
\_\_\_\_\_

Rent per week: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Contact/Referees**

Emergency Contact: \_\_\_\_\_

Full Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Mobile: \_\_\_\_\_ Home: \_\_\_\_\_

Personal referees: (Please provide 2)

Emergency Contact: \_\_\_\_\_

Full Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Mobile: \_\_\_\_\_ Home: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Full Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Mobile: \_\_\_\_\_ Home: \_\_\_\_\_

**Reservation Fee**

The Applicant has elected to leave a reservation fee in accordance with section 24 of the Residential Tenancy Act 2010. It is hereby acknowledged that the reservation fee referred to in this Application for Tenancy Form is subject to the following conditions:

1. The applicant has paid a reservation fee of:

\$ \_\_\_\_\_ equivalent to one week's rent to reserve the premises in favour of the applicant for a period of one week.

The reservation fee is calculated on the basis that one day reserve equals one days rent, subject to a maximum of 7 days.

2. The property will not be let during the reservation period pending the making of a Residential Tenancy Agreement.

3. If the landlord decides not to enter into the Residential Tenancy Agreement on the agreed terms for the residential premises concerned during the reservation period, the whole of the fee will be refunded.

4. Should the applicant advise they will not be going ahead then the owner may keep a fee of one day rent for each day the property has been off the market.

5. During the reservation period, no fee will be taken from any other applicant nor will the premises be reserved to another's favour.

**Reservation Fee**

The availability of telephone lines; internet services; analogue, digital or cable television (and the adequacy of such services); 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 sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely upon their own enquiries.