

Residential Application Form

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



A. AGENT DETAILS

Real Estate Management Group

Address: Shop 3a, 118-126 Princes Highway
Fairy Meadow NSW 2519
Phone: (02) 4285 5555
Email: pm@remg.com.au
Web: www.remg.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 tenants will occupy the property?

	Adults		Children		Ages
--	--------	--	----------	--	------

C. PERSONAL DETAILS

5. Please give us your details

Mr Ms Miss Mrs Other

Surname	Given Name/s

Date of Birth	Driver's licence number

Driver's licence expiry date	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.	Mobile phone no.

Work phone no.	Fax no.

Email address

7. What is your current address?

Postcode	

8. How did you find out about this property?

- Board The Internet Local Paper
 Counter List Other (specify)

D. APPLICANT HISTORY

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

	Years		Months
--	-------	--	--------

10. Why are you leaving this address?

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

Name of landlord or agent

Email address

Landlord/agent's phone no.	Weekly Rent Paid
	\$

12. What was your previous residential address?

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13. How long did you live at this address?

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

Name of landlord or agent

Email address

Landlord/agent's phone no.	Weekly Rent Paid
	\$

Was bond refunded in full?	If not why not?

E. CONTACTS/REFERENCES

15. Please provide a contact in case of emergency

Surname	Given name/s

Relationship to you	Phone no.

16. 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.

F. OTHER INFORMATION

17. Car Registration

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18. Please provide details of any pets

Breed/type	Council registration / number
1.	
2.	

G. EMPLOYMENT HISTORY

19. 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

Contact name

Phone no.

Email address

Length of employment

Years

Months

Net Income per week

20. Please provide your previous employment details

Occupation

Employer's name

Contact name

Phone no.

Email address

Length of employment

Years

Months

Net Income per week

H. PAYMENT INFORMATION

Property Rental

per week

Rental payment frequency

Fortnightly

Calendar Monthly

First payment of rent in advance

\$

Rental Bond (4 weeks rent):

\$

Sub Total

\$

Less: Holding deposit (see below)

\$

Amount payable on signing tenancy agreement

\$

I. HOLDING FEE

The holding fee can only be accepted after the application for tenancy is approved.

The holding fee (not exceeding 1 week's rent) of \$..... keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement).

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

- (i) The application for tenancy has been approved by the landlord; and
- (ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement; and
- (iii) If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee; and
- (iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.
- (v) The whole of the fee will be refunded to the prospective tenant if:
 - (a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or work during the specified period
 - (b) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

Signature of Applicant

Date

J. UTILITY CONNECTIONS

myconnect[®]
a really smart move

MyConnect will call you to arrange free connection of your required utilities



Yes, Please Contact Me



Interpreter service (tick if required)

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

Consent to the disclosure of information on this form to myconnect ABN 62 627 003 605 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.



OR Tick here to opt out

☎ 1300 854 478

✉ enquiry@myconnect.com.au

🌐 myconnect.com.au

K. 100 POINT IDENTIFICATION CHECK

The following identification has been photocopied and is attached to this application

Essentials (Required)	✓	Pts	Initial
Photo ID: Driver's Licence or Passport	<input type="checkbox"/>	30	
Current Bank Statement	<input type="checkbox"/>	20	
Proof of Income: 2 x Pay Slips and/or Letter of Employment or Centrelink Statement	<input type="checkbox"/>	20	
Proof of Current Address: Copy of Utility Account	<input type="checkbox"/>	20	
Other Items			
Other Photo ID	<input type="checkbox"/>	10	
Previous Tenancy Reference	<input type="checkbox"/>	10	
Previous 2 Rent Receipts	<input type="checkbox"/>	10	
Medicare Card	<input type="checkbox"/>	10	
Bank Debit/Credit Card	<input type="checkbox"/>	10	
TOTAL POINTS SUPPLIED			

L. DISCLAIMER/AUTHORITY

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, the tenant, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
 - (b) My personal referees and employer/s;
 - (c) Any record listing or database of defaults by tenants;
- Any record listing or database of defaults by tenants such as TICA, NTD or TRA for the purpose of checking your tenancy history. I am aware that I may access my personal information by contacting: TICA 1902 220 346 | NTD 1300 563 826 | TRA (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow trades-people 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 check with Tenancy Databases

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 of Applicant

Date