

## A. AGENT DETAILS



**realtyprofessional**  
~ PROPERTY MATTERS ~

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## B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?:

Postcode

### Property

\$  Per week    \$  Per Month

2. Lease Commencement Date?

Day     Month     Year

3. Lease Term?

Year     Months

3a. Smokers?

Y / N

4. How many tenant[s] will occupy the property?

Adults     Children    Ages:

## C. PERSONAL DETAILS

5. Please give us your details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐  
Surname                      Given names

--

Date of Birth

Drivers license number

--

Drivers license expiry date

Drivers license state

--

Passport Number

Passport Country

--

Pension no (if applicable)

Pension type (if applicable)

--

6. Please provide your contact details

Home phone number

Mobile phone number

--

Work phone number

Fax number

--

Email address

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7. What is your current address?

Postcode

## D. UTILITY CONNECTIONS

**FAST  CONNECT**

**FREE SERVICE**

*Upon application, Fast Connect will electronically lodge your request and ensure that your utilities are connected. This is a completely free service for your convenience that will save you hours of time.*

### Connections:

**TICK**    **Connection Date**

Electricity     AGL     Connect    ☐ ⇒  /  /

Gas     AGL     Connect    ☐ ⇒

Phone     Telstra     Connect    ☐ ⇒

### Do you require?

Pay TV    ☐

Broadband Internet    ☐

Wireless Broadband    ☐

Signature

Date

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## E. DECLARATION

I hereby offer to rent the property from the owner under 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 Landlord/Owner. I declare that all information contained in this application (including the reverse page) is true and correct and given of my own free will. I declare that I am over 18 and have inspected the premises and am not bankrupt.

I acknowledge that should this application be unsuccessful the agent is not obliged to disclose such reasons for the refusal unless the searches display records with tenancy databases. I give permission for the agent to destroy any personal documents in the event of an unsuccessful application

I understand that should this application be successfully approved by the landlord, the agent will request a 1[one] week holding deposit to formally reserve the property before preparing the lease agreement. Should the applicant decide not to proceed after this point in time the holding deposit is then forfeited in full.

I understand that unless an individual water meter is not present the tenant shall be liable for all water usage pertaining to this property.

I also 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 employer/s;
- (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 the 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 trades people or equivalent organizations 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 Tenancy Database).

### PRIVACY DISCLOSURE

Consent is hereby given to the Lessor/Agent to contact or conduct enquiries and searches with regard to the information and references supplied in this tenancy application.

Signature

Date

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F. APPLICANT HISTORY

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

|

 Year 

|

 Months

9. Why are you leaving this address?

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

Landlord/Agents name

Landlord/Agents phone number

Weekly Rent Paid

\$

11. What was your previous residential address?

Postcode

12. How long did you live at this address?

|

 Year 

|

 Months

13. Landlord/Agents details of this property (if applicable)

Landlord/Agents name

Landlord/Agents phone number

Weekly Rent Paid

\$

Was bond refunded in full?

If not, why not?

G. EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

Full Time

Part Time

Casual

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

Employer's address

Postcode

Contact Name

Phone number

Length of employment

Net Income

|

 Year 

|

 Months

\$

15. Please provide your previous employment details

Occupation?

Employer's name

Employer's Contact number

Length of employment

Net Income

|

 Year 

|

 Months

\$

H. CONTACTS/REFERENCES

16. Please provide a contact in case of emergency (not living with you)

Surname

Given name/s

Relationship to you

Phone number

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

Surname

Given name/s

Relationship to you

Phone number

Surname

Given name/s

Relationship to you

Phone number

I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets

Breed/Type

Council Registration/number

1.

2.

PAYMENT DETAILS

Property Rental

\$

Per week

Rent in Advance

(2 weeks)

\$

Rental Bond

(Equivalent to 4 weeks rent)

\$

Sub Total

\$

Less Holding Fee

\$

Total Due

(Amount payable on signing tenancy agreement; cash, bank cheque or money order only)

\$

\$

SUPPORTING DOCUMENTS

Should you not be able to provide any of the below

documentation please contact your property manager.

- Photo ID [Passport or Drivers License]
- Current Pay slips [Minimum 3]
- Current Bank Statement[s]
- Rental History—Ledger / References