

# Application for tenancy

## Property details

Address of premises

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Furnished  Yes  No

Parking  Yes  No

Rent per week \$

Commencement date

Lease term months

Number of adults

Number of children

Pets (Specify breed and age)

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## Personal details

Full name

---

Date of Birth

---

Email address

---

Home Phone

---

Work Phone

---

Mobile

---

## Rental history

Current address

---

Period of occupancy

Rent per week \$

Current agent/landlord

---

Phone

---

Previous address

---

Period of occupancy

Previous agent/landlord

---

Phone

---

## Employment details

Occupation

---

Full time  Part time

Net income/week \$

---

Employer's name

---

Contact name

---

Period of employment

---

Employer's address

---

Phone

---

Previous employer's name

---

Period of employment

---

Previous employer's address

---

Phone

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## Additional info

Personal reference 1

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Phone

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Personal reference 2

---

Phone

---

Drivers licence number

---

State of issue

---

Passport number

---

Country of issue

---

Next of kin

---

Phone

---

**Holding deposit**

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:

01. 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 reserved equals one day rent, subject to a maximum of 7 days.

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

03. 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.

04. Should the applicant advise they will not be going ahead then the owner may keep the whole of the fee.

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

Applicant’s acknowledgement of the above:

Initial payment	\$
Bond	\$
Total	\$
Lease holding deposit	\$
Final balance due	\$

The tenant acknowledges that the information above is true and correct and this is a pre-condition of the owner entering into the residential agreement, that he or she is not bankrupt or insolvent, that the property has been inspected and will be leased in the condition that it is in unless advised otherwise in writing.

Please note that we do not accept cash payments of any kind. Applications will be subject to a TICA check. Successful applicants will be asked to complete a TICA Disclosure form.

**Disclaimer**

If the entering into of the Residential Tenancy Agreement is conditional on the landlord carrying out repairs or other work.

Please specify

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Privacy policy**

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the Agent to verify the Applicant’s identity, to process and evaluate the Application and to manage the tenancy. Personal information collected about the Applicant in this Application and during the course of the tenancy if the Application is successful may be disclosed for the purpose for which it was collected to other parties including to the Landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/ or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and/or other agents. If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the address and contact numbers contained in this application. The Applicant can also correct this information if it is inaccurate, incomplete or out-of-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

**Notice to prospective tenants**

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.

Applicant’s signature

\_\_\_\_\_

x

Landlord/Agent’s signature

\_\_\_\_\_

x

Date

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

**Services**



P 1300 664 715  
 F 1300 664 185  
 directconnect.com.au

Please tick services required at your new property

We will call you to confirm your details and connection timings within 24 hours of receiving this information

- |                                      |                                    |
|--------------------------------------|------------------------------------|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Internet  |
| <input type="checkbox"/> Gas         | <input type="checkbox"/> Phone     |
| <input type="checkbox"/> Pay TV      | <input type="checkbox"/> Insurance |

Declaration and execution: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (to be found at [www.directconnect.com.au/terms-conditions](http://www.directconnect.com.au/terms-conditions)).
- 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.
- 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.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 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.
- 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.

Applicant's signature

x

Date

/ /

**Check list**

Please provide one item from each category

Photo identification

- |  |  |
|--|--|
| <input type="checkbox"/> Current drivers license | <input type="checkbox"/> Birth certificate |
| <input type="checkbox"/> Proof of age card       | <input type="checkbox"/> Passport          |

Rental history

- Current or most recent rental ledger
- Proof of ownership (if a property owner)

Proof of income

Please provide both

- Recent bank statement
- Recent payslip

Should you not be able to provide any documents required from the above categories please contact the Property Management department on  
 East (02) 9356 5551  
 West (02) 8575 5551

**Submitting your application**

In person

East  
 Level 2, 318 Liverpool Street  
 Darlinghurst NSW 2010

West  
 Suite 2, 198-206 St Johns Road  
 Glebe NSW 2037

By fax

East (02) 9356 5552  
 West (02) 8575 5552

By email

[rentals@bresicwhitney.com.au](mailto:rentals@bresicwhitney.com.au)