

Commercial Application Form

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



A. AGENT DETAILS

Willow Realty Pty Limited
Ground Floor 633 Princes Highway, Rockdale NSW 2216
Post Office Box 916, Rockdale NSW 2216
Phone no: 02 9577 8400
Fax no: 02 9599 1852
Email: mail@willowrealty.com.au
Web: www.willowrealty.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. Further term/options required

C. COMPANY DETAILS

5. Company Name (full registered name)

6. ABN/ACN

7. Current address (registered address, and trading if different)

 Postcode

8. Nature of existing/intended business

D. DIRECTOR'S/GUARANTOR'S DETAILS

9. Please give us your details

Mr Ms Miss Mrs. Other

Surname Given name/s

Date of birth

Driver's licence no. Driver's licence state

Passport no. Passport country

10. Please provide your contact details

Home phone no. Mobile phone no.

Work phone no. Fax no.

Email address

11. What is your current residential address?

 Postcode

E. UTILITY CONNECTIONS

This is a free service that connects all your utilities

Direct Connect

Once we have received this application we will call you to confirm your details.

Please tick utilities as required...

Electricity Gas Phone Internet
Pay T.V. Insurance Removals

DECLARATION AND EXECUTION: By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue for a period of 1 year from the date of our/my execution of this application until [28] days after we/I disconnect the last of the services in respect of which this application is made; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect 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 the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services.

By signing this application form, I warrant that I am authorized to make this application and to provide the consents, acknowledgements, authorizations and other undertakings set out in this application form on behalf of all applicants listed in this application form.

SIGNATURE: _____ DATE: _____
P: 1300 664 715 F: 1300 664 185 W: www.directconnect.com.au

F. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. I acknowledge that I will be required to pay the amounts as specified in Section J.

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 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 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 the Residential Tenancies Bond Authority
(e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
(f) refer to collection agents/lawyers (where applicable)

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. I am aware that I may access personal information on the contact details above.

Signature Date

Property manager's name

Application faxed to UtilityOne (if required)

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12. Existing/intended registered trading name

13. Previous trading address

 Postcode

14. How long were you at this address?
 Years Months

15. Landlord/Agent details of this property (if applicable)
Name of landlord or agent

Landlord/agent's phone no. Monthly rent paid \$
Was bond refunded in full? If not why not?

H. SOLICITOR'S DETAILS

16. Please provide your solicitor's details
Company Name

Contact Person

Address

 Postcode
Phone no. Fax no.

I. ACCOUNTANT'S DETAILS

17. Please provide your accountant's details
Company Name

Contact Person

Address

 Postcode
Phone no. Fax no.

J. CONTACTS / BUSINESS & PERSONAL REFERENCES

18. Please provide a contact in case of emergency
Surname Given name/s
Relationship to you Phone no.

19. Please provide two business 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.

K. ADDITIONAL GUARANTOR'S DETAILS

20. Please give us your details
Mr Ms Miss Mrs. Other
Surname Given name/s
Date of birth
Driver's licence no. Driver's licence state
Passport no. Passport country

21. Please provide your contact details
Home phone no. Mobile phone no.
Work phone no. Fax no.
Email address

22. What is your current residential address?

 Postcode

PLEASE NOTE

Initial payments must be made by cash, bank cheque or money order within 24 hours after approval of application. No personal cheques accepted.

Keys will not be handed over until the lease agreement has been signed by all applicants.

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord and or the agent should any circumstances arise whereby the property is not available for occupation on the due date.

OFFICE USE ONLY

Property rental
\$ Per week OR \$ per month

Other notes/comments



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🌐 www.willowrealty.com.au

TENANT APPLICATION CHECKLIST

To process your application Willow Realty Pty Limited requires you to provide us with the following documentation. Some documents listed below may or may not be applicable to you, however, we request that you provide as many as possible.

SUPPORTING DOCUMENTS/REFERENCES	YES/NO
Drivers Licence	
Passport	
Rental Ledger	
Other Photo ID	
Previous Two (2) Pay Slips	
Copy of Business Registration	
Copy of latest Tax Assessment	
Motor Vehicle Registration Certificate	
Bank Statement	
Copy of BAS Statement	
Electricity, Phone and or Gas Account	
Council Rate and or Water Rates	

Direct Connect can help arrange for the connection or provision of the following utilities and other services:



Electricity

Gas

Phone

Internet

Pay TV

Insurance

Removalist

Truck or van hire

Cleaners

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

Please provide your personal details:

Title:	First Name:
Last Name:	

Date of Birth:

Day	Month	Year
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Licence/Passport/Medicare No: State/Country:

Licence/Passport/Medicare No:	State/Country:
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Please provide your contact details:

Home phone no:

Mobile phone no:

Work phone:

Fax phone no:

Email address:

Connection date:

Day	Month	Year
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Property for connection:

Unit/Floor No:	Street No:
Street Name:	
Suburb:	
State:	Post Code:

Postal address:

Unit/Floor No:	Street No:
Street Name:	
Suburb:	
State:	Post Code:



This is a FREE service that connects all your 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