



APPLICATION FOR TENANCY

PROPERTY DETAILS	
Address of property:	
Preferred lease commencement date:	Preferred lease term:
Rent per week:	Number of adults:
Number of children:	Childrens' ages:
Pet(s): Yes / No	Pet(s) type:

PERSONAL DETAILS	
Surname:	Given names:
Mobile phone:	Work phone:
Email:	
Date of birth:	Do you own a car? Yes / No

CURRENT TENANCY DETAILS	
Address:	
Length of time at your current address:	Rent per week:
Reason for leaving:	
Name of landlord/agent:	Phone:
Landlord/agent email:	

PREVIOUS TENANCY DETAILS	
Address:	
Length of time at above address:	Rent per week:
Name of landlord/agent:	Phone:
Landlord/agent email:	
Was your bond refunded in full: Yes / No If 'No' why:	



CURRENT EMPLOYMENT DETAILS

Occupation:	Full time/part time/casual:
Company name:	
Address of your employment:	
Contact name (payroll/manager):	Phone:
Length of employment:	Net weekly income:

PREVIOUS EMPLOYMENT DETAILS

Occupation:	Full time/part time/casual:
Company name:	
Length of employment:	Net weekly income:

STUDENT DETAILS

Name of institution:	
Course name:	Student enrolment number:
Source of income/support:	Net weekly amount:
Parent/Guardian Name:	Phone:

PERSONAL REFEREES

Name:	Phone:
Name:	Phone:

Signature:	Date:
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DECLARATION

Declaration

The Applicant declares:

- 1 that all the above details are true and correct
- 2 it is not bankrupt or insolvent.

Applicant Agrees

The Applicant agrees that:

- 1 they have inspected the Premises in Item 1 and accept its condition
- 2 this Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties.
- 3 they understand that the Landlord/Agent is not required to give an explanation to the Applicant for any application not approved.
- 4 on acceptance of this Application for Tenancy by the Landlord being notified to the Applicant, verbally or in writing, the Applicant will rent the Premises from the Landlord under a Tenancy Agreement drawn up by the Agent and, upon signing the Tenancy Agreement, pay the Bond and Rent amounts in Item 1 by a method acceptable to the Agent. Such payments to be cleared funds prior to occupancy.
- 5 as tenant they must satisfy itself as to the provision of any electronic communication services to the Premises (internet, television – analogue, digital or cable) and the adequacy of existing electrical fittings with respect to the use of such services. The Landlord gives no warranty in respect to the provision or adequacy of such services or electrical fittings to the Premises.

Holding Fee

- 1 A Holding Fee of 1 weeks rent will be payable to the Agent upon the Application for Tenancy being approved by the Landlord/Agent. This fee, if a Tenancy Agreement is entered into, will be retained by the landlord and paid towards the first payment of rent.
- 2 Should the Applicant's refuse to enter into the Tenancy Agreement (except in the case of refusal due to misrepresentation or failure to disclose a material fact by the Landlord/Agent) all of the Holding Fee will be retained by the Landlord.
- 3 If the Applicant has paid a Holding Fee, the Landlord must not enter into a Tenancy Agreement with any other person within 7 days of payment of such fee.

Privacy Statement

- 1 The Agent must comply with the provisions of the Australian Privacy Principles (Privacy Act 1988) and where required maintain a Privacy Policy.
- 2 The Privacy Policy outlines how the Agent collects and uses personal information provided by you as the Applicant, or obtained by other means, to assess your application for a residential tenancy and provide services required by you or on your behalf.
- 3 You as the Applicant agree, to further assess your Application, the Agent may, subject to the Privacy Act 1988 (CTH) (where applicable), collect, use and disclose such information to:
 - The Landlord as Owner of the Premises to which this Application for Tenancy applies; and/or
 - (subject to the provisions of Division 2 of the Residential Tenancies Act 2010) residential tenancy databases for the purpose of confirming details in your Application and enabling a proper assessment of the risk in providing you with the lease; and/or
 - Tradespeople and similar contractors engaged by the Landlord/Agent in order to facilitate the carrying out of works with respect to the Premises; and/or
 - Previous managing agents and nominated referees to confirm information provided by you; and/or
 - The Landlord's insurance companies; authorized real estate personnel; courts and tribunals and other third parties as may be required by the Agent relating to the administration of the Premises and use of the Agent's services; and/or Owners Corporations
- 4 Without the provision of certain information the Agent may not be able to act effectively or at all on the Landlord's behalf as a result of which your Application may not be acceptable to the Landlord.
- 5 The Applicant has the right access such personal information and may require correction or amendment of any inaccurate, incomplete, out of date or irrelevant information.
- 6 The Agent will provide (where applicable), on request, a copy of its Privacy Policy.

Applicant's Personal Information Consent

I, the Applicant, give my consent for **First National Epping Central** to make enquiries to verify the information I have provided to the Agent in this Tenancy Application (in accordance with the Privacy Act 1988 (CTH) with relevant tenancy databases including databases of my previous Letting Agents.

Signature:

Date:



**first
national**
REAL ESTATE

| Epping Central

Address
Suite 1
41 Rawson Street
Epping NSW 2121

Contact
P (02) 9868 5333
F (02) 9868 5388
DX 4420 EPPING
W firstnationalepping.com.au

PLEASE ENSURE THE FOLLOWING DOCUMENTATION IS INCLUDED WITH THIS APPLICATION:

1. Photo ID:

If you have a drivers licence and passport, please include both

2. Proof of Income:

Pay slips (minimum of 3) if currently employed; or

Letter of offer if starting a new job; or

Bank statements if relying on savings; or

Letter from accountant or last financial years; tax return if self employed; or

Centrelink advice if receiving government payments; or

Scholarship documentation if relying on scholarship funds; or

You must be able to show sufficient income to pay the rent.

3. If you currently rent, please include your rental ledger and a copy of the front page of your lease

Once this form is completed, please email this application and the supporting documentation to **rentals@firstnationalepping.com.au**