

TENANCY APPLICATION

This application must be accompanied by a copy of the applicant's driver's licence or passport

How Did You Find Out About This Property?	<input type="checkbox"/> SMH <input type="checkbox"/> Internet <input type="checkbox"/> Local Newspaper <input type="checkbox"/> Referral <input type="checkbox"/> Local Agent <input type="checkbox"/> Other.....		
Rental Property	Address		
Tenancy Requirements	Commencement Date	Length of Tenancy	
Applicant's Full Name and Address	Name		
	Address		
Current Rental Details	Current Rent \$	How long have you lived there?	
	Agent/Landlord	t (B)	
	Why are you leaving?		
Applicant's Contact Details	t (Home)	t (Work)	
	t (Mobile)	E-Mail	
Previous Address	Address		
	Rent \$	How long did you live there?	
	Agent/Landlord	t (Business)	
	Why did you leave?		
Employment	Current Employer		
	Your Position	Contact Name	
	Length of employment	t (Business)	
Personal Details	Date of Birth		
	Drivers Licence No.	Passport No.	
	Expiry Date	Expiry Date	
Occupancy Details	Total number of Occupants who will live in this property	Pets? YES/NO	
	Number of children (if any) Ages of children	Type	
Emergency Contact Details	Name		
	Address		
	Relationship	t (Work)	
Personal/Business	Name	Occupation	t (Work)
References (not relatives)			

I confirm the following:

1. During my inspection of this property I found it to be in a reasonably clean condition Yes / No
2. If "No," I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the Landlord's approval.
.....
.....
3. I acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
4. I confirm having received a copy of this application for my retention.
5. I consent to the information provided in this application being verified and a reference check on the National Tenancy Database (NTD) and Tenant Reference Australia (TRA) being undertaken.

Application

I, the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises

I, the Applicant, declare that I am not a bankrupt or an undischarged bankrupt and that the information provided by me is true and correct. I have inspected the above premises and wish to apply for tenancy of the premises for a period of months, at a rental of \$..... per week/fortnight/month.

Statement Of Costs

Rental Bond	\$	
Rent in advance from _____ to _____	\$	
50% of Residential Tenancy Agreement preparation fee	\$	
Total	\$	

PLEASE NOTE THAT ALL INITIAL PAYMENTS MUST BE MADE BY BANK CHEQUE

Applicant's Signature Date:

Agent's Signature Date:

NOTE

IF A RESERVATION FEE IS TO BE TAKEN THE FOLLOWING CONDITIONS ARE TO BE INSERTED (NSW ONLY)

RESERVATION FEE AND ACKNOWLEDGEMENT OF RESERVATION CONDITIONS

It is hereby acknowledged:

1. That the Applicant has paid a Reservation Fee of \$..... equivalent to seven days rent to reserve the premises in favour of the Applicant for the period (calculated on the basis that one day reserved equals one day's rent, subject to a maximum of seven days' rent).
2. The premises will be reserved for the Applicant for a period of days.
3. That during this period, the premises will not be reserved for any other Applicant, nor will a Reservation Fee be received from any other Applicant.
4. That should the Landlord decline the application the Reservation Fee will be refunded to the Applicant in full.
5. That should the Landlord accept this application the Reservation Fee will be paid towards the rent for the premises.
6. That should the Applicant decide not to proceed, the Landlord may retain so much of the Reservation Fee as is equal to the amount of rent that would have been paid during the period the premises were reserved but shall refund the remainder (if any) of the Reservation Fee to the Applicant on a pro-rata basis.
7. That the Reservation Fee will be banked into a Trust Account and any refund given will be by way of a Trust Account cheque.

R & W Project Marketing, acting for the Landlord of the premises, acknowledge receipt of the above Application and the accompanying Reservation Fee and agree:

1. To reserve the premises for the period and in accordance with the conditions above stated.
2. To notify the Applicant within the reservation period whether or not the Applicant has been approved.
3. If the applicant has been approved, to prepare a Residential Tenancy Agreement for the premises.