

TENANCY APPLICATION FORM



Remax Lifestyle Marketing Penrith
233 High Street Penrith NSW 2750
Phone: (02) 4732 6007
Mobile: 0424 823 911
Email: penrithpm@remax.com.au

RE/MAX
Lifestyle Marketing

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Tenancy Application

Our Agency welcomes your application. **PLEASE NOTE:** All applicants must book in an appointment with Property Management to start the application review process.

Property address applying for: _____
Number of persons to occupy the property: Adults: _____ Children: _____
Has each applicant viewed the property? Y / N Please note: the Residential Tenancy Act 2010 requires inspection of property prior to lodging of application/s.

Each applicant is required to provide a copy of **one form of Photo ID** and all documentation submitted with their application must achieve a **100 Points Identification check**.

Documents accepted for Identification Check	
Passport	100 points
Drivers licence Proof of Age Card Medicare Card	75 Points
Pension card Senior card	25 Points
Credit/Bank Card Statement Telephone Account Car Registration Rates Notice Electricity/Gas Account	25 Points
Total Points	

All applicants must also provide the following documentation with their application:

Rental References: Tenancy Rental Ledger OR Centrelink Statement

Proof of income: 2 x Employer payslips (most recent preferred) OR Centrelink Statement.
If self employed Business Activity Statement (BAS).

Please note: All sections to the applications must be filled in. Incomplete applications will not be accepted for processing.

Free Utility Connection Service	
<div style="background-color: #92d050; padding: 5px; text-align: center; font-weight: bold; margin: 10px 0;"> MyConnect will contact you to connect your utilities for FREE </div> <div style="display: flex; justify-content: space-around; margin: 5px 0;"> </div> <div style="margin-top: 10px;"> <input checked="" type="checkbox"/> Yes, Please Contact Me <input type="checkbox"/> Interpreter required <input type="checkbox"/> OR Tick here to opt out </div>	<p>Unless I have opted out of this section, I/we:</p> <p>Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.</p> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 10px;"> <div> </div> <div> </div> </div>
1300 854 478 enquiry@myconnect.com.au myconnect.com.au	

Applicant 1

Applicant Details

First Name: _____

Last Name: _____

Current Address: _____

Date of Birth: _____ Marital Status: _____

Home Ph: _____ Mobile: _____

Business Ph: _____

Email: _____

Drivers Licence No. _____ Expiry: _____

Car Make/Model: _____ Rego: _____

Passport No. _____ Expiry: _____

Smoker: ☐ Yes ☐ No

Pets: ☐ Yes ☐ No

Type of pets: _____ Number: _____

Next of Kin (not living at property): _____

Phone: _____

Address: _____

Relationship to you: _____

Australian citizen: ☐ Yes ☐ No:

If no to the above, copies of Visa and corresponding letter of employment from employer are required.

Visa Expiry Date: _____

Current Living Arrangements

Current Address: _____

Are you currently:

☐ Renting ☐ Living in own home ☐ Living with friends/family

☐ Sharing, not on lease ☐ Other (specify): _____

Rent per week: \$ _____ Period of occupancy: ____ mths ____ yrs

Agent/Landlord Full Name: (If Agent, company name & Agent name)

Phone: _____ Fax: _____

Mobile: _____

Email: _____

Reason for leaving: _____

Do you expect the bond to be refunded in full: ☐ Yes ☐ No

If No, why: _____

Previous Address

Address: _____

Were you:

☐ Renting ☐ Living in own home ☐ Living with friends/family

☐ Sharing, not on lease ☐ Other (specify): _____

Agent/Landlord Full Name: (If Agent, company name & Agent name)

Phone: _____ Fax: _____

Mobile: _____

Email: _____

Reason for leaving: _____

Applicant 2

Applicant Details

First Name: _____

Last Name: _____

Current Address: _____

Date of Birth: _____ Marital Status: _____

Home Ph: _____ Mobile: _____

Business Ph: _____

Email: _____

Drivers Licence No. _____ Expiry: _____

Car Make/Model: _____ Rego: _____

Passport No. _____ Expiry: _____

Smoker: ☐ Yes ☐ No

Pets: ☐ Yes ☐ No

Type of pets: _____ Number: _____

Next of Kin (not living at property): _____

Phone: _____

Address: _____

Relationship to you: _____

Australian citizen: ☐ Yes ☐ No:

If no to the above, copies of Visa and corresponding letter of employment from employer are required.

Visa Expiry Date: _____

Current Living Arrangements

Current Address: _____

Are you currently:

☐ Renting ☐ Living in own home ☐ Living with friends/family

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Email: _____

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Previous Address

Address: _____

Were you:

☐ Renting ☐ Living in own home ☐ Living with friends/family

☐ Sharing, not on lease ☐ Other (specify): _____

Agent/Landlord Full Name: (If Agent, company name & Agent name)

Phone: _____ Fax: _____

Mobile: _____

Email: _____

Reason for leaving: _____

Applicant 1 - Continued

Employment Details

Occupation: _____

Company Employed by: _____

☐ Full Time ☐ Part Time ☐ Casual ☐ Contract

Period of Employment: _____ Years _____ Months

Address of Employer: _____

Payroll name / Contact name (person you report to): _____

Phone: _____ Mobile: _____

Net wages per week (after tax): \$ _____

If Self Employed

Company Name: _____

Trading as: _____ ABN: _____

Address: _____

Period self employed: _____ Years _____ Months

Industry/Nature of Business: _____

Accountant Details: _____

Accountant Business: _____

Creditor Referee: _____

Creditor Business: _____

Net wages per week (after Tax): \$ _____

Personal References

1. Reference Name: _____

Contact No. _____ Relationship: _____

2. Reference Name: _____

Contact No. _____ Relationship: _____

3. Reference Name: _____

Contact No. _____ Relationship: _____

Previous Rental History

Have you ever been evicted by an agent or landlord?

NO / YES - Details: _____

Are you in debt by any other landlord or agent?

NO / YES - Details: _____

Is there any reason known to you that could affect your ability to pay rent when due?

NO / YES - Details: _____

Have you given notice to vacate a your current address?

YES / NO - Are you still in the lease: _____

Was their claim against the bond for any damages to the property or unpaid rent?

NO / YES - Details: _____

After inspection of this property was it in a satisfactory condition?

YES / NO - List requests: _____

Applicant 2 - Continued

Employment Details

Occupation: _____

Company Employed by: _____

☐ Full Time ☐ Part Time ☐ Casual ☐ Contract

Period of Employment: _____ Years _____ Months

Address of Employer: _____

Payroll name / Contact name (person you report to): _____

Phone: _____ Mobile: _____

Net wages per week (after tax): \$ _____

If Self Employed

Company Name: _____

Trading as: _____ ABN: _____

Address: _____

Period self employed: _____ Years _____ Months

Industry/Nature of Business: _____

Accountant Details: _____

Accountant Business: _____

Creditor Referee: _____

Creditor Business: _____

Net wages per week (after Tax): \$ _____

Personal References

1. Reference Name: _____

Contact No. _____ Relationship: _____

2. Reference Name: _____

Contact No. _____ Relationship: _____

3. Reference Name: _____

Contact No. _____ Relationship: _____

Previous Rental History

Have you ever been evicted by an agent or landlord?

NO / YES - Details: _____

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Both Applicants

I wish to apply for tenancy for a period of ____ months, at a rental of \$_____per week commencing on * ____ / ____ / ____.

I understand that my tenancy application will be submitted to TICA Pty Ltd (Tenancy Information Centre Australia) to conduct a Tenant History check.

I understand that upon being accepted to tenant such premises one week holding deposit is to be issued to the agency within a 48 hr timeframe to secure the property to rent. It is a requirement for all approved applicants Sign the tenancy agreement and to have paid a total of 6 x weeks rent (4 x weeks rent in bond and 2 x weeks rent)

Will you be receiving Department of Housing Assistance: ☐ Yes ☐ No

Applicant 1 Signature:

Date

Applicant 2 Signature:

Date

X		X	
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Privacy Act Acknowledgment for Tenant Applicants and Approved Occupants

I/We hereby give permission for Remax Lifestyle Marketing Pty Ltd to gather personal information and contact the specified referees to conduct reference checks in assessing the risk to our clients in renting out the concerned property.

Should you be accepted to lease the concerned property Remax Lifestyle Marketing does hold your personal information on file for our records and/or those of our client/s.

How personal information is collected

- Information provided by you in the application to lease the concerned property
- Each time we have contact with you.
- Phone calls to referees and employer/s provided by you for reference purposes.
- Personal information may be requested of you at any stage.

TICA Statement

In accordance with the National Privacy Principles database of the Privacy Act 1988 TICA Default Tenancy Control Pty Ltd may collect personal information about you.

I/we understand that TICA Default Tenancy Control Pty Ltd is a database that records and holds information from its members including tenancy application enquiries and tenancy history. TICA may provide information to third parties and government departments.

In the event a default in rent is occurred under a tenancy agreement I/we give permission to the member of the Tenancy database/s including TICA Default Tenancy Control Pty Ltd to register this breach to the Tenancy database/s. Any Tenancy information on the Tenancy database/s is governed by this body and is not the responsibility of the Agent to manage, furthermore any removal of records from a database company is governed by the database Company.

In the event that you need to contact TICA Default Tenancy Control Pty Ltd to obtain your information, contact can be made via Phone on 1902 220 346 (calls charged at \$5.45 per min including GST, higher call rates apply to mobile phones or pay phones). Further information can be obtained from TICA's website www.tica.com.au via Tenant information and Privacy Policies.

Should I fail to provide the correct information in this application and consent is not given to undertake background checks or Tenancy Database checks as with TICA Default Tenancy Control Pty Ltd I/we understand this application may not be successfully processed.

ACKNOWLEDGMENT AND CONSENT BY APPLICANTS

Applicant 1 Print Name:

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Applicant 2 Print Name:

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Applicant 1 Signature:

Date

Applicant 2 Signature:

Date

X		X	
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