

# Residential Application Form

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



## A. AGENT DETAILS

**Riverbank Real Estate**  
124 Driftway Drive  
PEMULWUY NSW 2145  
**Phone:** 02 9631 4433, **Fax:** 02 9631 5522  
**Email:** leasing@riverbankrealestate.com.au

Property Manager

## B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode

1a. Type of premise (Unit, House/T'house) 1b. Furnished/Unfurnished

1c. No. of bedrooms 1d. Car Space/Garage 1e. Car Space/Garage No.

Yes/No (Y/N)

2. Lease commencement date?

Day  Month  Year

3. Lease term?

Years  Months

4. How many tenants will occupy the property?

Adults  Children  Ages of Children

## C. PERSONAL DETAILS

5. Please give us your details

Mr  Ms  Miss  Mrs  Other

Surname  Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

7. What is your current address?

Postcode

## D. UTILITY CONNECTIONS

**YourPorter**

Connections, powered by **iSelect**

Telephone: 1300 400 600  
Fax: 1300 326 468  
www.yourporter.com.au

YourPorter is a **FREE** service connecting utilities and other services. If the Agent approves this application, YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

- Electricity  Telephone  Pay TV  
 Gas  Internet  Health Insurance  
 Car Insurance  Home Loans  
 Life Insurance  Home & Contents Insurance

### DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service provider iSelect Ltd to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter and iSelect will not be able to provide these services to me/us. YourPorter and iSelect will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that iSelect, the Agent, its employees and YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter and iSelect contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter and iSelect to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter and iSelect will otherwise collect, hold, use and disclose personal information in accordance with their respective privacy policies, which are available at [www.yourporter.com.au/general/privacy-policy/](http://www.yourporter.com.au/general/privacy-policy/) and <http://www.iselect.com.au/privacy-policy/>. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent nor iSelect accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature of The Applicant

Date

## E. DISCLAIMER/AUTHORITY

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

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, the tenant, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;
- (d) Any record listing or database of defaults by tenants such as TICA, NTD or TRA for the purpose of checking your tenancy history.

I am aware that I may access my personal information by contacting:

TICA 1902 220 346

NTD 1300 563 826

TRA (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow trades-people or equivalent organisations to contact me
- (d) lodge/claim/transfer to/from a Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)
- (g) complete a check with TICA
- (h) transfer water account details into my name

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

**N.B. Both Sides of this application must be completed**

**F. APPLICANT HISTORY****9. How long have you lived at your current address?**

	Years		Months
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**10. Why are you leaving this address?**

**11. Landlord/Agent details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$
**12. What was your previous residential address?**


Postcode

**13. How long did you live at this address?**

	Years		Months
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**14. Landlord/Agent details of this property (if applicable)**

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

Was bond refunded in full?

If not why not?

**Please answer the following questions:****Yes No**

Have you ever been evicted by any landlord or agent?

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Have you ever been refused another property?

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Are you in debit to another landlord or agent?

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Is there any reason that would affect your rent payment?

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**G. EMPLOYMENT HISTORY****15. Please provide your employment details**

What is your occupation?

Employer's name (inc. accountant if self employed or institution if student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

	Years		Months		Net Income
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\$

**16. Please provide your previous employment details**

Occupation?

Employer's name

Length of employment

	Years		Months		Net Income
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\$

**H. CONTACTS / REFERENCES****17. Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

**18. Please provide 2 personal 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.

**I. OTHER INFORMATION****19. Car Registration**

**20. Please provide details of any pets**

Breed/type

Council registration / number


**J. PAYMENT DETAILS****Property Rental**

	\$	per week Or		\$	per month
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First payment of rent in advance

 \$

Rental Bond (4 weeks rent):

 \$

Sub Total

 \$

Less: deduct deposit (see below)

 \$
**Amount payable on signing tenancy agreement (bank cheque or money order only)**
 \$
**K. HOLDING FEE**

HOLDING FEE

Reservation Period

 Days

The Landlords Agent undertakes:

- The premises will not be let during the Reservation Period, pending the agreement of a residential tenancy agreement;
- The whole fee will be refunded if the Landlord does not carry out (during the Reservation Period) repairs or other work on which it is a condition to enter into a residential tenancy agreement;
- If the Applicant decides not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupied during the Reservation Period, the landlord may retain the portion of the fee representing the rent that would have been paid during the Reservation Period (based upon the proposed rent), but must refund the remainder; and
- If a residential tenancy agreement is entered into, the holding fee is to be contributed towards rent for the premises.

Signature of Landlords Agent

Date