

Application for Tenancy

An application is to be completed by each person over the age of 18 who wishes to reside in the premises. Applications will not be processed if the applicant has not viewed the property applied for. Following is information that is to be provided to our agency with your application.

- ❖ On submitting your application, please ensure all questions have been answered and supporting documentation is provided.
- ❖ The following information (where applicable) must be provided on submitting your application.
- ❖ Incomplete applications will not be processed.

100 Point Identification			
Passport	30	Bank / Credit Card	20
Driver's License	30	Motor Vehicle Registration	20
Proof of Age Card	30	Bank Statement	20
Another Photo ID	30	ATO Tax Return	20
Birth Certificate	30	Pay Slips	20
Rental Ledger	30	Utilities Accounts; Phone, Electricity, Gas, Pay TV	10 each
Tenancy References	30		
Medicare Card	20		
If you are on a Working Visa – you MUST also provide			
Copy of Letter of Offer from Employer		Copy of Passport	
Pay Slips		Copy of 457 Visa	
If you are Self Employed – you MUST also provide			
Business Registration Details		Profit & Loss Statement	
Accountant Details		Rates Notices	
Most Recent Tax Return		Utilities Accounts; - Phone, Electricity, Gas, Pay TV	

Once an application has been processed, the application is submitted to the landlord for approval.

The final decision of a successful application will be made by the Landlord of the property applied for. Homefront Real Estate has in no way any influence on the applications submitted to a property owner.

If your application is successful, a deposit equivalent to one-week rent must be paid immediately to secure the property. The payment can be paid by bank cheque or paid directly into Homefront Real Estate Trust Account. Details will be provided on a successful application.

An appointment will be arranged to sign the Residential Tenancy Agreement and pay all monies due, on payment of the deposit.

Should an application be withdrawn by the applicant, after approval and a deposit is paid, the applicant will forfeit the daily rental rate of the property. This will be calculated on withdrawal of an application.

Should an application not be successful, the application and all supporting documents will be destroyed after seven (7) days, unless instructed by the applicant in writing, that the submitted application will be collected.

**Please forward applications and supporting documents to Homefront Real Estate via email:
rentals@homefront.com.au or fax: 9484 2344**

Application for Tenancy

Identification:

I (the applicant) confirm that all information provided in this application is true and correct and acknowledge and consent that a representative of Homefront Real Estate will verify personal employment and tenancy history references provided in this application.

I (the applicant) am aware that should I be approved for tenancy at the above-mentioned property I will be required to pay one week rent immediately as a holding deposit. After paying the 1 week holding deposit, I agree and am aware that should I decide not to occupy the premises for whatever reason the holding deposit will be forfeited and will not be returned to me.

I also agree that upon signing the tenancy agreement that there will be initial payments of:

Rent in Advance – 2 weeks rent:	\$
Bond - 4 weeks rent	\$
Less holding deposit:	\$
Total:	\$

I (the applicant) declare that I have inspected the above-mentioned property and wish to take the property as is for the period and amount of rent per week that I have outlined above and confirm that the rental will be paid accordingly.

Bank account Details:
Homefront Real estate
Westpac account BSB: 032 087
Account number: 142 779

Privacy Policy:

The personal information the prospective tenant provides in this application or collected from other sources is necessary for the agent to verify the applicants' identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the applicant in this application and during the course of the tenancy if the application is successful maybe disclosed for the purpose for which it was collected to other parties including the landlord, referees, other agents and third-party operators of tenancy databases. Information already held on tenancy databases may also be disclosed to the agent and or landlord. If the applicant enters into a residential tenancy agreement, and if the applicant fails to comply with their obligations under that agreement, that fact or other personal relevant information collected about the applicant during the course of the tenancy may also be disclosed to the landlord, third party operators of reference databases and or other agents. Should the applicant wish to access the personal information that the agent holds, they can do so by contacting the agent at the address and contact numbers contained in this application. The applicant can also correct this information if this is inaccurate, incomplete or out of date. If the information is not provided the agent may not be able to process the application and manage the tenancy.

Signature of applicant: _____

Date: _____

Name of applicant: _____

Application for Tenancy

Please ensure that all sections of the application are completed and correct before submitting them to Homefront Real Estate. If you need assistance or have any queries, please contact our office and direct them to our property manager.

Property Details			
Address: <input style="width: 90%;" type="text"/>			
Rent: <input style="width: 60%;" type="text"/>		Commencing: <input style="width: 30%;" type="text"/>	
Lease Term: <input style="width: 90%;" type="text"/>			
Personal Information			
Full name of Applicant: <input style="width: 95%;" type="text"/>			
Date of Birth: <input style="width: 95%;" type="text"/>			
Current Address: <input style="width: 95%;" type="text"/>			
Contact Details	H: <input style="width: 25%;" type="text"/>	M: <input style="width: 50%;" type="text"/>	
	W: <input style="width: 25%;" type="text"/>	E: <input style="width: 50%;" type="text"/>	
Passport Number: <input style="width: 45%;" type="text"/>		Expiry: <input style="width: 45%;" type="text"/>	
Drivers Licence Number: <input style="width: 45%;" type="text"/>		Vehicle Registration Number: <input style="width: 45%;" type="text"/>	
Tenancy Details – Current Tenancy			
Address of Premises: <input style="width: 95%;" type="text"/>			
Period of Occupancy: <input style="width: 45%;" type="text"/>		Rent: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Managing Agent: <input style="width: 45%;" type="text"/>		Phone: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Property Manager: <input style="width: 45%;" type="text"/>		Email: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Reason for Leaving: <input style="width: 95%;" type="text"/>			
Tenancy Details – Previous Tenancy			
Address of Premises: <input style="width: 95%;" type="text"/>			
Period of Occupancy: <input style="width: 45%;" type="text"/>		Rent: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Managing Agent: <input style="width: 45%;" type="text"/>		Phone: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Property Manager: <input style="width: 45%;" type="text"/>		Email: <input style="width: 45%;" type="text"/>	<input style="width: 45%;" type="text"/>
Reason for Leaving: <input style="width: 95%;" type="text"/>			
Have you ever been issued with a termination notice or been evicted from any property?			Yes / No
Are you currently in debt to any Real Estate Agent or Landlord?			Yes / No
Do you have a current Rental Bond Online Account?			Yes / No
Occupancy Details:			
No of Adults: <input style="width: 20%;" type="text"/>	No of Dependants: <input style="width: 20%;" type="text"/>	Ages: <input style="width: 20%;" type="text"/>	<input style="width: 20%;" type="text"/>
Full Names of adults and dependants			
Name & Age: <input style="width: 45%;" type="text"/>		Name & Age: <input style="width: 45%;" type="text"/>	
Name & Age: <input style="width: 45%;" type="text"/>		Name & Age: <input style="width: 45%;" type="text"/>	
Name & Age: <input style="width: 45%;" type="text"/>		Name & Age: <input style="width: 45%;" type="text"/>	

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Details of Any Pets:			
Approval for pets if any, is to be sought by the landlord. If approval is granted for a pet to be kept at the property, Special Conditions will apply and be annexed to the Residential Tenancy Agreement.			
Employment History: Current or Previous			
Occupation:			
Commenced:			
Employer:			
Contact Details	W:		M:
Address:			
Job Status:	Full Time / Part Time / Casual / Other:		
Income:	\$		
References <i>(Please ensure the referees you provide are aware they will be contacted by Homefront Real Estate)</i>			
1 - Name:			
Contact Details	H:		M:
	W:		E:
Address:			
2 - Name:			
Contact Details	H:		M:
	W:		E:
Address:			
Emergency Contact <i>(Details of a friend or relative to be contacted in case of an emergency)</i>			
1 - Name:			
Contact Details	H:		M:
	W:		E:
Address:			
2 - Name:			
Contact Details	H:		M:
	W:		E:
Address:			

Utilities Connection

HOOD is a FREE service designed to save you time during your move. One quick call and we'll be able to sort your connections for you. No obligation, no running around, no searching Google for hours. Think of us as your personal moving assistant.

DECLARATION AND EXECUTION: By ticking the terms and conditions and declaration box on this application form you:

1. Specifically consent to Hood receiving information regarding you, all applicants for the premises, the premises and other information necessary to provide the Hood Services to you. The information may include personal information.
2. Acknowledge and accept Hood's Terms and Conditions (which are included with this application) and understand the scope of the services Hood are providing to you. For the avoidance of doubt, the Hood Services include the negotiations with you relating to the supply of relevant services as agents for the service providers and to market or promote any of these services to you.
3. Invite Hood to contact you by any means (including by telephone or SMS even if your telephone number is on the Do Not Call Register) and expressly consent to such contact by Hood in order for Hood to provide the Hood services to you. This consent will continue for a period of 1 year from the date you enter the Agreement.
4. Consent to Hood disclosing your information, including your personal information, for the purposes of arranging for the connection of the nominated services. You acknowledge and agree that where service providers are engaged by you, they may also use your information, including your personal information, for the purposes of connecting, supplying and charging you for the utility services.
5. Acknowledge and agree that Hood will use your personal information in a manner consistent with Hood's privacy policy which is accessible at [https:// hood.ai/privacy-policy/](https://hood.ai/privacy-policy/).
6. Authorise Hood to obtain the National Metering Identifier and/or the Meter Installation Reference Number for the premises you are moving to.
7. Agree that, except to the extent provided in the Terms and Conditions, Hood has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the utility services.
8. Acknowledge that the Hood service is provided to you free of charge, but Hood may receive a fee from service providers, part of which may be paid to the real estate agent or another person, and that you are not entitled to any part of any such fee.

By ticking the box on the application form, you warrant that you are authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in the application on behalf of all applicants listed on the application. Please tick the utilities as required:

Electricity

Gas

Internet

Pay TV

Signature:

Date: