



# Tenancy Application Form

2/1020a Forest Road,  
Lugarno, NSW, 2210

(PH) 9533-4757

## PROPERTY DETAILS

Street Address:		
Suburb:		
Lease term:	years	months
Lease commencement date:		
Rent: \$	weekly	monthly
Names of all other applicants:		
Number of Occupants	Adults:	Children:
Ages of Children:		

## PERSONAL DETAILS

Given name(s):
Surname:
Mobile:
Home Phone:
Work Phone:
Fax:
Email:
Date of Birth:

## IDENTIFICATION

Drivers Licence No:	State:
Passport Number:	
Passport Issuing Country:	

## EMERGENCY CONTACT DETAILS

Name:
Relationship:
Address:
Mobile:
Home Phone:
Work Phone:

## CURRENT TENANCY DETAILS

Street Address:	
Suburb:	
Time at Address:	years      months
Rent paid: \$	weekly      monthly
Reason for Leaving:	
Name of Landlord/Agent:	
Landlord/Agent Phone:	
Landlord/Agent Email:	



MAKES MOVING EASY



Direct Connect can help arrange for the connection or provision of the following utilities and other services:



ELECTRICITY



GAS



INSURANCE



INTERNET



PHONE



PAY TV



REMOVALISTS



CLEANING



TRUCK HIRE

☐ I would like Direct Connect to contact me in relation to any of the above utilities and other services.

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature

Date

PREVIOUS TENANCY DETAILS

Street Address:		
Suburb:		
Time at Address:	From:	To:
Rent paid: \$	weekly	monthly
Name of Landlord/Agent:		
Landlord/Agent Phone:		
Was the bond refunded in full?:	Yes	No
If No, please specify reasons why:		

INCOME

Employment Income:	weekly	annually
Other Income:	weekly	annually
Other Income source(s):		

CURRENT EMPLOYMENT DETAILS

Position Held:		
Business Name:		
Street Address:		
Suburb:	Postcode:	
Contact Name:		
Contact Phone:		
Length of Employment:	years	months

PREVIOUS EMPLOYMENT DETAILS

Position Held:		
Business Name:		
Street Address:		
Suburb:	Postcode:	
Contact Name:		
Contact Phone:		
Length of Employment	To:	From:

IF SELF EMPLOYED PLEASE COMPLETE

Company Name:	
Business Type:	
Business Address:	
Suburb:	Postcode:
ABN:	
Accountant Name:	
Accountant Phone:	
Accountant Email:	
Accountant Street Address:	
Suburb:	State:

PROFESSIONAL REFERENCE

Reference Name:
Relationship:
Phone:
Email:

PERSONAL REFERENCE 1

Reference Name:
Relationship:
Phone:
Email:

PERSONAL REFERENCE 2

Reference Name:
Relationship:
Phone:
Email:

ADDITIONAL INFO

Pets:	Yes	No	Smokers:	Yes	No
If yes, please state: Pet type:					
Pet breed:					
Council registration:					

SUPPORTING DOCUMENTS

Provide 100 points of identification photocopied and attached to this application.

40 pts	Drivers License
40 pts	Passport Photo Page
20 pts	Other Photo ID
20 pts	Current Payslip
20 pts	Previous 2 Rent Receipts
20 pts	Previous Tenancy Ledger
20 pts	Medicare Card
20 pts	Debit/Credit Card
20 pts	Bank Statement
20 pts	Utility Bill

HOLDING DEPOSIT

Complete for properties in QLD if you wish to reserve the property for a period of time.

In accordance with Section 161 (5) (a) of The Residential Tenancies and Rooming Accommodation Act 2008 QLD, if a tenancy agreement is entered into by the Applicant, the Holding Deposit will be applied in full to the rental bond.

- The Holding Deposit is equivalent to one week’s rent, and holds the premises in favour of the Applicant for a period of 7 days, starting from the date the Holding Deposit is paid to the Agent. The Applicant must exercise the option to enter into a tenancy agreement by no later than the end of the 48 hour option period.
- The Applicant agrees that, should they withdraw their application during the 48 hour option period, then the deposit will be refunded in full. After the option period expires the Applicant agrees that the Holding Deposit will be forfeited.

HOLDING FEE

Complete for properties in NSW if you wish to reserve the property for a period of time.

The Holding Fee is equivalent to one week’s rent to hold the property for a period of 7 days only, starting from the funds are received. The Agent undertakes that:

- A Holding Fee may only be requested following approval of the application by the landlord;
- A receipt for the amount, property, landlord and tenant names and holding period must be provided to the tenant,
- Where a Holding Fee has been paid, a landlord must not enter into another tenancy agreement for that period with another tenant.
- Should the tenant withdraw from the tenancy application, the landlord may retain the whole Holding Fee,
- A Holding Fee should be attributed to rent upon the tenancy commencing.
- The Applicant understands that, should they decide not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupied during the Holding Period, the landlord may retain the whole Holding Fee representing the rent that would have been paid during the Holding Period.

The Applicant agrees to pay a Holding deposit/fee of (equivalent to 1 week's rent):	\$
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PAYMENT DECLARATION

I, the Applicant, hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be approved, I acknowledge that I will be required to pay the following amounts:

Rent amount:	\$	weekly	monthly
First payment of rent in advance:	\$		
Rental Bond:	\$		
Subtotal:	\$		
Less Holding Fee:	\$		
Amount payable upon signing Tenancy Agreement:	\$		

PRIVACY POLICY

CONSENT

I ACKNOWLEDGE THAT THIS APPLICATION IS SUBJECT TO THE APPROVAL OF THE OWNER. I DECLARE THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT AND GIVEN OF MY OWN FREE WILL. I DECLARE THAT I HAVE INSPECTED THE PREMISES AND AM SATISFIED WITH THE CURRENT CONDITION AND CLEANLINESS OF THE PROPERTY.

x	
Signature	Date