



TENANT APPLICATION INFORMATION

**APPLICATIONS WILL NOT BE ACCEPTED UNLESS ALL DOCUMENTATION IS ATTACHED.
\$5.00 PHOTOCOPYING FEE PAYABLE.**

PHOTO IDENTIFICATION

When returning your application, you **must** submit a form of photo identification.

REQUIRED SUPPORTING DOCUMENTS

You will be required to submit supporting documents with your application. Your application will not be processed if all documents are not given. Our office will require you to submit a **minimum of 100 points** for your application to be considered.

100-POINT IDENTIFICATION CHECK

Please speak with the Property Manager should you be unable to meet the 100-point check criteria

50 points	Previous Rent Ledgers	20 points	Min. 2 references from previous Agent/Lessor
30 points	Passport	20 points	Current Motor Vehicle Rego Papers
30 points	Driver's Licence	10 points	Copy of Telstra/Country Energy/Gas Account
20 points	Birth Certificate	10 points	Other Identification

APPLICATION MUST BE COMPLETED IN FULL

PROPERTY ADDRESS _____

Rental Amount \$ _____ Bond \$ _____

APPLICANT'S DETAILS

Name	D.O.B.	/	/	
Are you known by another name				
Contact Number - Home	Work	Mobile		
Email address		Fax		
Number of dependents to reside in property		Total occupants		
Age of dependents		<i>(You must list ALL occupants names below)</i>		
Car registration	Driver's licence number	Licensed state		
Passport number	18+ Card number	Other ID		
Number of cars to be kept at the property		Are all cars registered? - Yes <input type="checkbox"/> No <input type="checkbox"/>		
Will a <input type="checkbox"/> boat <input type="checkbox"/> trailer <input type="checkbox"/> van <input type="checkbox"/> motorbike - be kept at the property?				
Pets (Check with agent) - Yes <input type="checkbox"/> No <input type="checkbox"/>		Number	Type & Breed	
Are the pets registered with the council - Yes <input type="checkbox"/> No <input type="checkbox"/>		Inside <input type="checkbox"/> or Outside <input type="checkbox"/>		
Do you have contents insurance - Yes <input type="checkbox"/> No <input type="checkbox"/>		Are you a smoker - Yes <input type="checkbox"/> No <input type="checkbox"/>		
If the property has a pool - Have you cared for a pool previously?		Yes <input type="checkbox"/> No <input type="checkbox"/>		

EACH APPLICANT MUST COMPLETE A SEPARATE APPLICATION.

OFFICE USE: Date received / / Received by _____

CURRENT ACCOMMODATION DETAILS

Address	Owned <input type="checkbox"/>	Rented <input type="checkbox"/>	\$ _____ per week
Name of Real Estate, Lessor or Agent if property sold			
Address	Phone		
Period of occupancy	/ /	to / /	Reason for leaving
Do you expect the bond to be refunded in full Yes <input type="checkbox"/> No - If no, why			

PREVIOUS ACCOMMODATION DETAILS IF ABOVE IS LESS THAN 5 YEARS

Address	Owned <input type="checkbox"/>	Rented <input type="checkbox"/>	\$ _____ per week
Name of Real Estate, Lessor or Agent if property sold			
Address	Phone		
Period of occupancy	/ /	to / /	Reason for leaving
Was the bond refunded in full - Yes <input type="checkbox"/> No - If no, why			

PREVIOUS ACCOMMODATION DETAILS IF ABOVE IS LESS THAN 5 YEARS

Address	Owned <input type="checkbox"/>	Rented <input type="checkbox"/>	\$ _____ per week
Name of Real Estate, Lessor or Agent if property sold			
Address	Phone		
Period of occupancy	/ /	to / /	Reason for leaving
Was the bond refunded in full - Yes <input type="checkbox"/> No - If no, why			

PERSONAL REFERENCES - Does not include relatives and must have known you for a minimum of 6 months

Name	Address
Relationship	Phone
Name	Address
Relationship	Phone
Name	Address
Relationship	Phone

NAME OF NEXT OF KIN or other person to contact in case of an emergency _____

Address _____ Phone _____

INCOME DETAILS - PAYSLEIPS OR CURRENT CENTRELINK STATEMENT *MUST BE PROVIDED*

Occupation	Period of employment
Employer	WEEKLY NET WAGE \$ _____
Address	Phone
Full - time <input type="checkbox"/>	Part - time <input type="checkbox"/>
Casual <input type="checkbox"/>	(_____ hours per week)
If less than 6 months - Previous Employer	
Occupation	Period of employment
Address	Phone
Weekly wage \$	_____
Full - time <input type="checkbox"/>	Part - time <input type="checkbox"/>
Casual <input type="checkbox"/>	(_____ hours per week)

SMOKING CLAUSE

Acknowledged by Initial _____

It is our company policy that no smoking is permitted inside the property due to health and safety and fire risks.

PROCESSING AN APPLICATION

Acknowledged by Initial _____

In most instances, we are able to process your application within 48 hours and will advise you of the outcome by telephone. If, however we are unable to contact all of your referees, this process may take longer. Please note that if your application is declined, the agent is not legally obliged to give a reason and your details will be held on file for one month. Following this period all details held will be disposed of.

BOND LODGEMENT

Acknowledged by Initial _____

Rental bond must be paid on line directly with the Department of Fair Trading. I understand I will be required to register to do this if my application is approved. <https://rbo.fairtrading.nsw.gov.au/tenant/login> .

QUESTION

I have completed every section of this application – no additional documentation is required. **Yes**

Have you ever been evicted or are you in debt to another Lessor or Agent? **Yes** **No**

If yes, give details _____

I, the applicant, accept the property in its present condition **Yes** **No**

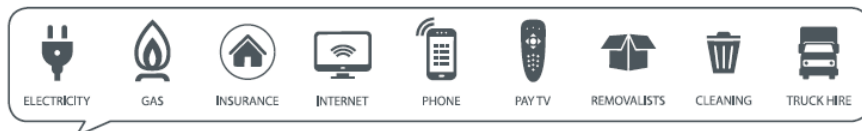
(A detailed Condition Report will be completed prior to you taking possession)

If no, give details _____

Do you have any objection to being contacted by text? **Yes** **No**

If Yes, your preferred option is: **Phone** **Email**

SERVICES WE *connect*



This is a FREE service that connects all your utilities and other services. Direct Connect can help arrange for the connection or provision of the following utilities and other services:

Please tick this box if you would like Direct Connect to contact you 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 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. Electricity Cleaners Gas Insurance Phone Removalist Internet Truck or van hire Pay TV 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.

DECLARATION AND EXECUTION: By signing this application, you:

- 1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 2. 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.
- 3. 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.
- 4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 5. 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.
- 6. 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

OFFICE USE ONLY:

- Application signed and all details complete TICA check - Listed **Yes** **No**
- 100 point ID check supplied Approved - **Yes** **No** Lessor Approved
- Tenant Advised – request 2 week rent Enter tenant name and start date to computer

TERMS AND CONDITIONS AUTHORITY AND PRIVACY DISCLAIMER

Applicant's Name: _____

I, the applicant, do solemnly and sincerely declare that the information provided is true and correct and has been supplied of my own free will. I, the applicant, understand that you as the agent for the lessor have collected this information for the specific purpose of checking identification, character, creditworthiness and determining if the applicant will be a suitable tenant for the property. I have inspected the above listed rental property and wish to take a tenancy of such premises for a period of _____ **months/years** from ____/____/____ at a rental of \$ _____ per week. The rent to be paid is within my means and I agree to pay a bond of \$ _____ online with the Department of Fair Trading <https://rbo.fairtrading.nsw.gov.au/tenant/login>

I, the applicant, agree that I will not be entitled to occupation of the premises until:

- (i) vacant possession is provided by the current occupant of the premises
- (ii) the tenancy agreement is signed by the applicant; and
- (iii) the payment of all monies due are paid by the applicant in cleared funds prior to occupation of the premises

It is agreed that acceptance of this application is subject to a satisfactory report as to the tenant's creditworthiness. I understand that you as the agent are bound by the Privacy Act and the National Privacy Principles and **authority** is hereby given to the agent to check credit references, employment details, previous rental references, database agencies, personal references and any other searches that may verify the information provided by me. I also **authorise** the agent to give information to the lessor of the property, credit providers, insurance providers, other agents, salespeople, database agencies, references named in this application or any other third party who would have a beneficial interest relating to a tenancy matter and understand this can include information about my tenancy, creditworthiness, credit standing, credit history or credit capacity. Once a tenancy agreement has been entered into the tenant **agrees** that should they fail to comply with their obligations under the agreement, the failure to comply may be disclosed to third-party operators of tenant default registry agents and/or other agents. _____ **TENANTS INITIALS**

Once the application has been approved I agree to pay a minimum of the first **TWO** weeks rent to secure the property within 24 hours. In this instance that being \$ _____. **THE PROPERTY WILL NOT BE HELD UNTIL WE RECEIVE THE FIRST TWO WEEKS RENT AND THE TENANCY DOCUMENTATION HAS BEEN SIGNED BY ALL PARTIES.** _____ **TENANTS INITIALS**

In the event that the application is successful and acceptance is communicated and the first weeks rent is paid, but I decide not to proceed, I agree that this money will be forfeited to your office. Upon communication of acceptance of this application by the agent I agreed that this tenancy shall be binding. I will make an appointment for the signing of the documents.

I, the applicant, **accept** that if the application is rejected, the agent is not legally obliged to give a reason. If the application is declined, your details will be held on file for one month. Following this period all details held will be disposed of. I hereby give my authority for you to obtain references.

I hereby give my authority for any previous landlord/agent to give reference details to Noble Realty in order to process this application.

APPLICANT'S SIGNATURE _____ **DATE** _____

AGENT to witness _____ **DATE** _____