

# LAND AND LEASE TENANCY APPLICATION FORM

Property: \_\_\_\_\_

Date Inspected: / /

**PLEASE ATTACH 100 POINTS OF IDENTIFICATION TO THIS APPLICATION**

**OUR OFFICE DOES NOT PHOTO COPY DOCUMENTS**

Drivers License/Passport/Visa/Proof of Age Card	40	<input type="checkbox"/>	Birth Certificate/Medicare/Bank Card	20	<input type="checkbox"/>
Tenant Rent Ledger/Rental Reference	40	<input type="checkbox"/>	Vehicle Registration Forms	10	<input type="checkbox"/>
Copy of Bank Statement (3 months min)	20	<input type="checkbox"/>	Utility Account: Gas/Elec/Phone	10	<input type="checkbox"/>
Pay slips or Letter from Employer	20	<input type="checkbox"/>	<b>TOTAL POINTS</b>		<input type="checkbox"/>

**PRIVACY STATEMENT AND DECLARATION**

I hereby offer to rent the property from the owner under 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 I will be required to pay 1 weeks rent as a holding deposit 24 hours after the approval of the application and to pay a balance of 2 weeks rent and the bond on the signing on the lease. Payments are to be made using bank cheque or money order.

After the application is approved and the deposit paid I agree that if I change my mind and NOT proceed with the lease; the deposit will be forfeited to the Landlord in full.

I acknowledge that this application is subject to the approval of the Landlord/ Owner. I declare that all information contained in this application (including the front page) is true and correct and given of my own free will. I declare that I have inspected the premises.

I also authorise the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence.
- (b) My personal referees and employer/s
- (c) Any record listing, or database of default tenants.

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

- (a) Communicate with the owner and select a tenant.
- (b) Prepare Lease/Tenancy documents.
- (c) Allow tradespeople or equivalent organisations to contact me.
- (d) Lodge/claim/transfer to/from Fair Trading Renting services.
- (e) Refer to Tribunals/Courts & Statutory Authorities where applicable.
- (f) Refer to collection Agents/Lawyers where applicable.
- (g) Complete a credit check with any Tenancy Database.
- (h) Connect utilities through Fast Connect.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to the Tenancy Default Database, and to Agents/Landlords of properties I may apply for in the future.

I am aware that if the 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 authorize the Agent to request my personal information from any default database or listings such as NTD, TICA or TRA for the purpose of checking my tenancy history; if you wish to access your information or dispute your record you can contact: NTD 1300 563 826—www.ntb.net.au, TICA 1902 220 346—www.tica.com.au, TRA (02) 9363 9244—www.tradingreference.com

Name \_\_\_\_\_

Date of Birth / /

Sign \_\_\_\_\_

Date / /

**1. PROPERTY APPLYING FOR**

**3. PERSONAL DETAILS**

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

Lease Term \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_

Date Property is to be occupied \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Rent Payable for Property \$ \_\_\_\_\_

Name(s) of other Applicants to Occupy Property \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Property Manager Name \_\_\_\_\_

Title \_\_\_\_\_ First Name \_\_\_\_\_

Middle Name **MADLY MOVING**

Last Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Current Address \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

Driver Licence No \_\_\_\_\_ State \_\_\_\_\_

Car Registration No \_\_\_\_\_

Passport No \_\_\_\_\_ Country \_\_\_\_\_

Alternate ID \_\_\_\_\_ No \_\_\_\_\_

Pension Type \_\_\_\_\_ No \_\_\_\_\_

**2. IF SELF EMPLOYED PLEASE COMPLETE THE FOLLOWING**

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Suburb \_\_\_\_\_ Post Code \_\_\_\_\_

Business Type \_\_\_\_\_

Position Held \_\_\_\_\_

ABN \_\_\_\_\_

Accountant Name \_\_\_\_\_

Account Phone \_\_\_\_\_

Solicitor Name \_\_\_\_\_

Solicitor Phone \_\_\_\_\_

Home Phone Number \_\_\_\_\_

Mobile Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Employers Name \_\_\_\_\_

Employer Phone Number \_\_\_\_\_

Please Provide a contact number you are available on all day \_\_\_\_\_

Contact Number \_\_\_\_\_

Sign \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**4. UTILITY CONNECTION SERVICE (please tick)**



Upon application, Madly Moving Utilities will electronically lodge your request and ensure that your utility provider has all the relevant details to connect on your requested date. This is a completely free service provided for your convenience that will save you hours of time. Madly Moving Utilities will have its provider/Energy Broker to contact you.

**Fax: (02) 9365 4487**

Electricity	Tick to Connect	Tick	} Connection Date ____ / ____ / ____	Do you require the following services?	Pay TV	<input type="checkbox"/>
Gas	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			Broadband Internet	<input type="checkbox"/>
Telephone	<input type="checkbox"/>	<input type="checkbox"/>			Broadband Wireless	<input type="checkbox"/>

If you do not wish for your agent to connect your electricity or gas please tick here.

**MADLY MOVING UTILITIES PRIVACY POLICY**  
 To provide application lodgment service to our customers (you) it is necessary to collect certain information about you. You may choose not to supply some or all of the information requested by Madly Moving Utilities, however this may prevent us providing part or all of our services to you. In collecting, storing and dealing with information about you Madly Moving Utilities comply with all current state and federal privacy legislation. Compliance is based on the following principles: Information is requested from yourself or your authorised representative for the purpose of lodging applications on your behalf for services/supply with service providers nominated by you. All information collected is necessary to provide service/supply by Madly Moving Utilities and nominated providers. Information is not used by Madly Moving Utilities for any other purpose. Information is disclosed only to those providers nominated by you and to third party distributors where Madly Moving Utilities service was introduced to you by a third party. Such distributors include the managing agent of your rental property, associated real estate or relocation agent, conveyancer or housing authority/assistance organisation. Information is not passed to any other third party(s). Information collected from you is assumed to be accurate when it is provided by you. No information collected is of a nature that will unreasonably intrude on your personal affairs. All records about you are stored via electronic medium. This includes computer database records and electronic images of forms. All recorded paper information is securely destroyed once transformed to electronic media.

**5. CURRENT SITUATION**

Are you the  Owner  Renter  Other (please specify)

How long have you lived at your current address? Yrs Mths

Name of Landlord/Agent (if applicable)

Phone Number

Rent paid per week

Reason for leaving

Was bond repaid in full?  Yes  No If NO please specify

**6. PREVIOUS RENTAL HISTORY**

Were you the  Owner  Renter  Other (please specify)

Previous Address

Suburb Post Code

How long did you live at this address? Yrs Mths

Name of Landlord/Agent/Selling Agent

Phone Number

Rent Paid per week

Reason for leaving

Was bond repaid in full?  Yes  No If NO please specify

**7. OTHER INFORMATION**

Number of persons occupying the property Adults Children

Please specify the ages of any children

Do you have pets?  Yes  No If Yes Info/Ref

Do you smoke?  Yes  No

**8. NEXT OF KIN**

Emergency Contact Relationship

Address Ph:

Mobile Other

**9. HOW DID YOU HEAR ABOUT THIS PROPERTY? (please tick)**

RENTAL LIST  DOMAIN.COM   HOOKER.COM  REAL ESTATE.COM  OTHER PLEASE SPECIFY

**9. CURRENT EMPLOYMENT DETAILS OR ENTREPRENEUR DETAILS**

Occupation

Employment Address

Suburb

Post Code

Contact Name

Phone

Length at current employment Years Months

Income weekly \$ Income annually \$

**10. PREVIOUS EMPLOYMENT DETAILS**

Occupation

Company Name

Employment Address

Suburb

Post Code

Contact Name

Phone

Length at current employment Years Months

Income weekly \$ Income annually \$

**11. PERSONAL REFEREES**

1. Reference Name

Occupation

Relationship

Phone

2. Reference Name

Occupation

Relationship

Phone

**12. IF STUDENT PLEASE COMPLETE THE FOLLOWING**

Place of study

Course Name

Course Length

Enrolment No.

Parents Name

Phone

Campus Contact

Phone

Course Coordinator

Phone

Income \$

Parents Address Overseas (If Applicable)

