RENTAL APPLICATION

Please Note:
* One form is required for each adult resident
* Incomplete forms, or those without copies of documents may not be processed

* We require photocopies or scanned copies of the following to be attached:
  - Drivers licence &/or passport &/or other photo ID
  - Two payslips / Centrelink Income Statement / or tax return if self-employed
  - Recent gas / electricity / telephone bills

* Photocopies of these documents may also assist your application:
  - Vehicle registration &/or Insurance
  - Club Membership / Medicare Card / Health Care Card / ATM Card
  - Student ID / Shooters Licence / Boating Licence
  - Trade Certificates or Tickets / Educational Certificates

* This Agency is a member of the Tenancy Information Centre of Australia (TICA). All applications are checked on their national database.

* Where possible we strive to provide a same-day answer for applicants. However, delays can occur when information cannot be easily verified, and referees do not respond promptly. Delays may also occur if we discover information relevant to your application which has not been declared (ie. an undisclosed prior address).

* If your application is approved you will be required to promptly sign a lease with a start date suitable to you and the owner.

* If your application is rejected a specific reason will not be given. Under the terms of both the NSW & VIC Residential Tenancies Acts, a reason is not required.

NigelHorne
REAL ESTATE

Shop 2/517 Sanders Rd Lavington   Po Box 476 Lavington NSW 2641
T: 02 6025 8000   **F:** 02 6025 8100
E: info@nhre.com.au   **W:** www.nhre.com.au

Property Address:	Date of application: / /
Preferred Lease term: months	Date to start lease: / /

1. PERSONAL & VEHICLE DETAILS

Full Name:

Prior/Maiden Name:

Date of birth: / /   Licence No:

Passport No: Country:

Home Ph: (   )   Mobile Ph:

Work Ph: (   )   E-mail:

Vehicle Make: Vehicle Model:

Vehicle Colour: Vehicle Rego:

2. CURRENT RESIDENCE

Address:

Renting?   Boarding ? / Owned ? (please circle)

Rental Agent / Owner / Sales Agent Details:

Name:

Address:

Ph: (   )

Rent / Board: $ pw   Occupied since: / /

Reason for leaving:

3. PREVIOUS RESIDENCE

Address:

Renting ?   / Boarding ? / Owned ? (please circle)

Rental Agent / Owner / Sales Agent Details:

Name:

Address:

Ph: (   )

Occupied: From   / /   to   / /

Rent / Board: $ pw

Reason for leaving:

4. RESIDENCE PRIOR TO No.3

Address:

Renting ?   / Boarding ? / Owned ? (please circle)

Rental Agent / Owner / Sales Agent Details:

Name:

Address:

Ph: (   )

Occupied: From   / /   to   / /

Rent / Board: $ pw

Reason for leaving:

5. CURRENT EMPLOYMENT

Occupation:

Company Dept:

Location:

Employed since: / /

Net income per week (after tax) $

Supervisor:

Supervisors ph:

6. PREVIOUS EMPLOYMENT

Occupation:

Company Dept:

Location:

Employed since: / /

Supervisor:

Supervisors ph:

Reason for Leaving

7.   SELF- EMPLOYED

Company Name:

Company Address:

Town: P/Code:

Business Type:

Business commenced operating:

ABN Number:

Accountant:

Accountant's Ph:

Solicitor:

Solicitor's Ph:

8.   OCCUPANT DETAILS

Names of other Adults:

Names & ages of Children:

Pets? Y/N If yes, provide full details:

9.   NEXT OF KIN (if you are injured)

Nearest Relative:

Address:

Ph No: (   )   Relationship:

10. PERSONAL REFEREE'S (not family/friends)

1. Name:	2. Name:
Occupation:	Occupation:
Relationship to you:	Relationship:
Phone Numbers:	Phone Numbers:

11.   DECLARATION

Have you, or someone you trust viewed the property?   ☐ yes   ☐ no
if Yes - Date viewed: /   /

Do you agree to accept the property in it's current condition?   ☐ yes   ☐ no
If No - Give details

Have you been refused a property by a landlord or agent?   ☐ yes   ☐ no
If Yes - Give details

Are you in debt to, or have been evicted by a Landlord or Agent?   ☐ yes   ☐ no
If Yes - Give details

Are you now, or have you ever been Bankrupt?   ☐ yes   ☐ no
If Yes - Give details

NSW applicants: I have been offered the option of using Rental Bonds Online by the agency:
☐ Yes, I wish to use Rental Bonds Online   ☐ No, I do not wish to use Rental Bonds Online

Please turn over to sign Declaration and Privacy Statement. If this is not done, your application cannot be processed.

12.. DECLARATION

I acknowledge that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property under a lease in accordance with the relevant Residential Tenancies Act. I declare that all information contained in this application is true and correct and given of my own free will. I authorise the Agent to obtain details of my references from the owner or Agent of my current and/or previous residences, my current and previous employers, and to make any other necessary enquiries.

APPLICANTS NAME: SIGNED: DATE: /   /

13. PRIVACY ACKNOWLEDGEMENT

In accordance with Privacy Principle 1.3 of the Privacy Act we require you to read and sign this acknowledgement. In order to process a tenancy application a tenancy applicant is required under the National Privacy Principle of Privacy Act to be made aware that an organization may access a database. In addition, a tenancy applicant is entitled to know what will happen to their information when it is passed onto an agent.

In accordance with the National Privacy Principles the database member discloses that in addition to information being supplied to Database Company other organizations may receive information from time to time. Other organizations may include, but not limited to debt collection agencies insurance companies, government departments and other landlords or agents.

I the said applicant declare that I give my permission to the agent to collect my information and pass such information onto TICA Default Tenancy Control Pty Ltd. I further give my permission for my information to be provided to any other tenancy database for the assessment of my tenancy application. I further give consent to the member of the Database Company to contact any of my referees provided by me in my tenancy application.

I agree and understand that once a tenancy application has been lodged with a member of a tenancy database and an inquiry made with tenancy database my information may be recorded as making an inquiry.

I agree that in the event of a default occurring under a tenancy agreement I give my permission to the member of a tenancy database to register any of my details of such breach with a tenancy database. I further agree and understand that the removal of such information from a database company is subject to the conditions of the Database Company.

I understand that TICA Default Tenancy Control Pty Ltd is a database company that allows its member's access to information accumulated from members about other tenants who have breached their tenancy agreements.

I acknowledge and understand that TICA Default Tenancy Control Pty Ltd can be contacted on 190 222 0346. I agree that the calls to TICA Default Tenancy Control Pty Ltd are charged at $5.45 per minute inclusive of GST.

National Tenancies Database (NTD)
This office utilises the National Tenancy Database for tenant screening purposes, including online identity verification. In accordance with current rental legislation, if a breach or default occurs under your rental agreement, the details of such breach or default may be listed on this database for other agents to access when you apply for future properties. If you have any questions relating to this service or information held by the National Tenancy Database, you should contact them directly on 1300 563 826

I understand that should this application not be accepted, the agent is not required or obligated to disclose why or supply any reason for the rejection of this application.

I understand that should a reservation fee (equivalent to one week's rent) be paid by me for the reservation of the property, that fee will be fully refunded to me should the landlord/agent not wish to proceed with my application. I understand that if the landlord/agent accepts this application, the holding fee may be used as the first weeks rent.

I understand that if my application is accepted by the landlord/agent, and I decide not to take the property, a portion of the reservation fee, calculated at a daily rate, will be deducted from the holding fee for each day the premises are being held for me and the balance will be refunded.

APPLICANT'S NAME:

SIGNATURE: DATE: /   /