

**BONDI REALTY** 

## **Tenancy Application**

93B Oxford Street Bondi Junction NSW 2022

PO Box 1361 Bondi Junction NSW 1355

T (02) 9389 1300 / F (02) 9389 1330

[www.bondirealty.com.au](http://www.bondirealty.com.au)

[info@bondirealty.com.au](mailto:info@bondirealty.com.au)

### 1. PROPERTY APPLYING FOR

Address

Suburb

Postcode

Lease Term

Years

Months

Date Property is to be occupied

Rent Payable for Property \$

Number of Occupants:

Adults

Children

Name(s) of adults to occupy property

Pets Yes / No

Type / Breed

### 2. PERSONAL DETAILS

Title

First Name

Middle Name

Last Name

Date of Birth

/ /

Driver License No

State

Car Registration Number

Passport No

Country

Alternate ID

No

Pension Type

No

Are you a smoker?

Yes / No

### 3. CONTACT

Home Phone Number

Mobile Phone Number

Work Phone Number

Email

### 4. CURRENT SITUATION

Do You  Own (attach rates notice)  Rent  Other (specify)

Current Address

Suburb

Postcode

How long have you lived at your current address?

Yrs

Mths

Name of Landlord/Agent (if applicable)

Phone Number

### 4. CURRENT SITUATION CONTINUED

Rent paid per week \$

Reason for Leaving

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

Do you own an investment property?

Address

### 5. PREVIOUS RENTAL HISTORY

Were you the  Owner  Renter  Other (specify)

Previous Address

Suburb

Postcode

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

### 6. PERSONAL REFEREES

1. Referee Name

Occupation

Relationship

Phone

2. Referee Name

Occupation

Relationship

### 7. NEXT OF KIN

Emergency Contact

Relationship

Address

Mobile

Home/Work Ph

Home/Work Ph

## 8. CURRENT EMPLOYMENT DETAILS

Occupation \_\_\_\_\_

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

Employment Address \_\_\_\_\_

Suburb \_\_\_\_\_

Postcode \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_

Length of Current Employment \_\_\_\_\_

Yrs \_\_\_\_\_

Mths \_\_\_\_\_

Nature of Employment: Full time / Part time / Casual

Income Weekly Net\$ \_\_\_\_\_

## 9. IF SELF EMPLOYED PLEASE COMPLETE THE FOLLOWING

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

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

Suburb \_\_\_\_\_

Postcode \_\_\_\_\_

Business Industry \_\_\_\_\_

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

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

ABN \_\_\_\_\_

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

Accountant Phone \_\_\_\_\_

## 10. IF STUDYING PLEASE COMPLETE THE FOLLOWING

Place of Study \_\_\_\_\_

Course Name \_\_\_\_\_

Course Length \_\_\_\_\_

Enrolment No \_\_\_\_\_

Student ID Number \_\_\_\_\_

## 11. PAYMENT DETAILS

### WHAT IS PAYABLE WHEN SIGNING THE LEASE

Property \$ \_\_\_\_\_ Per week

Rent in Advance

\$ \_\_\_\_\_

Rental Bond  
(Equivalent to 4 weeks rent)

\$ \_\_\_\_\_

Sub Total

\$ \_\_\_\_\_

Less Holding Fee

\$ \_\_\_\_\_

Total Due

\$ \_\_\_\_\_

The above payments must be made by either Money Order, Bank Cheque or Eftpos to Bondi Realty. We will not accept personal cheques or cash for the above initial payment.

### HOLDING FEE

Upon acceptance of your application, you will be required to pay a holding fee of One (1) weeks rent. Should you decide to later withdraw your application the full holding fee will be forfeited.

## 12. HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

## IMPORTANT TIPS FOR PROSPECTIVE TENANTS

1. Every adult intending to reside in the property is required to fully complete and sign an individual tenancy application form.
2. Please make a copy of your license and hand in with your tenancy application form. Your application cannot be processed without it.
3. A copy of your passport, Visa and bank statement is compulsory
4. In applying for the property, all parties confirm that they have inspected the property internally.
5. The availability and adequacy of telephone lines; internet services; analogue digital or cable television are the sole responsibility of the tenant(s) and as such, tenants should make their own enquiry as to the availability and adequacy of such services before accepting the tenancy of the property. If you intend to arrange telephone; internet and pay TV services via Realestate.com.au Connections Services, a member of the customer service team will be able to inform you of what is available at the property.

## OFFICE USE ONLY

Owner of Property: \_\_\_\_\_

Type of Premises: \_\_\_\_\_ Furnished/Unfurnished: \_\_\_\_\_

To commence from: \_\_\_\_\_ For period of \_\_\_\_\_ months

At: \$ \_\_\_\_\_ Per week/per calendar month

**Please note: balance of total must be paid in bank cheque, money order or Eftpos only.**

Residential Tenancy Agreement to be signed on: \_\_\_\_\_ At: \_\_\_\_\_ A.M/P.M

## APPLICANT DECLARATION AND PRIVACY STATEMENT

I hereby offer to rent the property from the owner under the lease to be prepared by the Agent. Should this application be accepted by the Landlord, I agree to enter into a Residential Tenancy Agreement pursuant to the Residential Tenancies Act 2010.

I acknowledge that I will be required to pay 1 weeks rent as a holding deposit within 24 hours from the approval of the application. Then I must pay the balance of the two weeks rent and the bond prior to the signing of the lease. These payments are to be made via Direct Deposit into our bank account. . No cash or cheques will be accepted in our office.

This application is accepted subject to the availability of the property on the due date and no action shall be taken by the applicant against the landlord or the agent should any circumstances arise whereby the property is not available for occupation on the due date.

After the above initial payments have been made, our preferred method of rent payment is via Money Order, Bank Cheque or Eftpos. No cash will be accepted in our office.

After the application is approved and the deposit paid (the deposit paid is equal to 1 weeks rent), I agree that if I change my mind and do 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 is true and correct and given of my own free will. I declare that I have inspected the premises and I am willing to accept it in its current state. I declare that I am not bankrupt or an undischarged bankrupt. I authorise Bondi Realty to obtain and confirm 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

The personal information the prospective tenant provides in this application or collected from other sources is necessary for Bondi Realty to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Any personal information collected about the Applicant in this application and during the course of the tenancy (if the application is successful) may be disclosed for the purpose for which it was collected. Information already held on tenancy databases may also be disclosed to this agency and/or the 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 and other relevant personal information collected about the applicant during the course of the tenancy may also be disclosed as required.

If the applicant would like to access the personal information that this agency 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 it is inaccurate, incomplete or out-of-date. If the information is not provided, this agency may not be able to process the application and manage the tenancy.

I acknowledge that Bondi Realty will use and disclose my personal information to:

- (a) The landlord, referees or other agents
- (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 Realestate.com.au Connections Services

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 necessary information is not provided or I should not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I authorise 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](http://www.ntb.net.au), TICA 1902 220 346 - [www.tica.com.au](http://www.tica.com.au), TRA (02) 9363 9244 - [www.tradingreference.com](http://www.tradingreference.com)

Bondi Realty comply with the laws protecting your privacy. The information you provide to Bondi Realty will be collected and stored, but will not be sold to third parties. We conduct direct marketing for our services from time to time and you may receive such information from us. If you wish to access your personal information held by Bondi Realty or do not wish Bondi Realty to use your information for purposes other than in accordance with this Agreement, please contact the property manager handling your application. You may obtain a copy of Bondi Realty Privacy Policy by visiting our website [bondirealty.com.au](http://bondirealty.com.au).

## THE MANAGER

Please provide a reference either by telephone on 02 9389 1300 or fax on 02 9389 1330 to Bondi Realty with respect to my/ our application for tenancy with that firm

I/ We .....

Do hereby solemnly declare that all the above details are true and correct and that I/ We have physically inspected the premises. Further, in accordance with section 18n (1) (b) of the Privacy Act. I/ We authorise you to give information to and obtain information from all credit providers and referees named in this application. I/ We understand this can include information about my credit worthiness, credit history and rental history. I/ We understand this information may be used to assess this application.

Name \_\_\_\_\_

Date \_\_\_\_\_

Signed \_\_\_\_\_

**Bondi Realty**

**93b Oxford St, Bondi Junction NSW 2022**

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**Fax: 02 9389 1330**






**E: [info@bondirealty.com.au](mailto:info@bondirealty.com.au)**

Utility connections - A FREE of charge service to help connect you

www.realestate.com.au/connect

**Step 1**

Choose service

-  **Electricity**
-  **Gas**
-  **Phone**
-  **Internet**
-  **Pay TV**

**Step 2**

Choose provider

- Origin**  **AGL**
- Telstra**
- Telstra**
- Foxtel**

**Step 3**

Requested connection date


**NO FIXED TERMS**

on electricity & gas plans  
so you are not locked in.\*

*\* Note, you may be charged fees such as a disconnection fee when exiting your contract. You may also be charged fees by your current energy provider when exiting your existing plan.*

**How Connection services from realestate.com.au works**

1. Select the utilities and enter requested connection dates
2. Sign your consent on the next page
3. Your Agent will submit your request to us
4. We will lodge your connection requests with the utility companies
5. For phone and internet requests, we will call you to walk through the options
6. We will send confirmation to you and your Agent

**Terms and conditions**

This is an OPTIONAL connection service to assist you to obtain energy and/or telecommunications services for your new residence if your rental application is successful. Your decision whether or not to use this service will not affect your rental application. One of realestate.com.au's service providers Fast Connect Pty Ltd (telephone: 1300 661 464) (the "Service Provider") is the marketer of energy and telecommunications services provided by various retailers, and will assist realestate.com.au to provide this connection service to you.

If you have ticked one of the boxes above, you consent to realestate.com.au and its Service Provider using your personal information in this tenant application form in accordance with the Privacy Collection Statement below including using those details to contact you by phone, SMS and email in relation to the selected product(s). You acknowledge that realestate.com.au and its Service Provider may receive commissions or fees from your selected retailer(s), that commissions or fees may be paid between realestate.com.au and its Service Provider, and that your real estate agent may receive commissions or fees from realestate.com.au or its Service Provider, in each case for arranging provision of the requested services.

You may prefer to obtain services under different terms and conditions, or from different retailers, to those set out above. However, the above products are the only ones that are available as part of this connection service. You acknowledge that if you select one of the services above and the relevant retailer agrees to provide that service to you, then you will enter into a contract with that retailer for the provision of that service. Retailers retain discretion in relation to accepting your request for products or services - acceptance may be affected by factors such as a retailer's credit criteria or ability to supply to your selected address. While our connection service can help you get connected or disconnected by your requested dates, we cannot guarantee connection, disconnection or that either will be by your requested date. You agree that, to the maximum extent permitted by law, realestate.com.au and its Service Provider will have no liability to you for the provision of the service.

**Energy (Electricity and Gas)**

If you have selected an energy product above, you are entitled to be provided with certain information before you enter into a contract for the provision of that electricity or gas. That information is set out in, or accompanies, this form. A summary of some key useful information concerning these contracts is set out below:

**Retailer contact details**

**Origin Energy Ltd.**  
 Level 7, 321 Exhibition St Melbourne VIC 3000  
 Ph: 132 463 Fax: 1800 132 463  
 Email: enquiry@originenergy.com.au  
 This market retail contract is: **Origin Supply**  
 Electricity and/or Dual Fuel Plan.

If Origin is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with Origin instead of a market retail contract.

**AGL Energy Limited**  
 L22, 120 Spencer Street Melbourne VIC 3000  
 Phone: 131 245 Fax: 03) 8633 6002  
 Email: enquiries@agl.com.au  
 This market retail contract is: **AGL Freedom**  
 Electricity and/or Dual Fuel Plan.

If AGL is the existing retailer at your new address, you may be entitled to enter into a standard retail contract with AGL instead of a market retail contract.

<b>Tariffs and charges</b>	We will email you a link with the prices and charges for your selected product upon receipt of your request for that product and also provide you with an opportunity to opt-out at this time.
<b>Contract term</b>	The contract commences when you satisfy any pre-conditions that may be specified in it. The contract may be terminated by you giving notice of termination or by agreement between you and the retailer. The contract will also end if energy is bought for the premises under a different contract or, in some cases, if the premises are disconnected. In addition, the retailer might be entitled to terminate the contract where you are in breach of it or if you vacate the relevant premises.
<b>Billing and payment arrangements</b>	Bills will be issued at least once every 3 months. You may generally pay your bills in person, by telephone, by mail, by direct debit or by electronic funds transfer. In certain circumstances, you may also be able to pay your bills by using Centrepay.
<b>Concessions or rebates</b>	If you hold a current government concession card you may be entitled to receive a rebate on your bill. Further information about the concessions and rebates that may be available to you can be obtained from the retailer.
<b>Service levels</b>	The service will comply with all laws and regulatory requirements applicable in the state or territory in which the supply address is located.
<b>Cooling off period</b>	If a cooling off period applies to your contract (which will typically be the case only where it is a market retail contract), then you may cancel the contract within 10 business days of receiving the retailer's welcome pack by informing the retailer by telephone or in writing of your intention to cancel the contract.
<b>Electronic transactions</b>	If any requirement in connection with the service is to be met electronically, it will be met in accordance with the contract. You will be recognised as having received the information and be bound by the transaction in accordance with applicable laws, regulatory requirements and the contract.
<b>Complaints</b>	You may complain to the retailer about the Service Provider. Contact the retailer if you wish to do this. If your complaint is not satisfactorily resolved by the retailer, then you may complain to the energy ombudsman.

### eBilling and Welcome Pack

Unless you request otherwise, your electricity and/or gas bills will be sent to the email address provided in your rental application form.

**No, please post these items to me in hard copy to my new address**  
(please tick)

### Explicit Informed Consent

By signing below, I/we understand and agree:

- that I/we have read and accept the prices and charges applicable to the selected energy product;
- that, subject to the terms of the selected contract and any applicable legislation, the selected retailer may vary the energy rates which are used to calculate the applicable usage charges from time to time, and can vary the tariff structure, charges, billing frequency, and the terms of the contract at any time by writing to me/us;
- to become a customer of the selected retailer in accordance with the terms and conditions of the selected contract, including by transferring to that retailer, if the retailer agrees to provide me/us with my/our chosen product on those terms and conditions.

Tenant Signed	Co-Tenant (if any) Signed	Date
X	X	

Please note, if you select ANY of the products displayed above, you must acknowledge your consent to the above information, our Privacy Collection Statement and you being contacted by our Service Provider in relation to the selected products, by providing your signature.

### Privacy Collection Statement

realestate.com.au collects and uses the information in this form and your tenant application form to provide the connection service and will disclose this information to its Service Provider and to your chosen energy and telecommunication retailer(s). realestate.com.au may also use the information to promote its other services, and services of trusted third parties. realestate.com.au's Privacy Policy at [www.realestate.com.au/privacy](http://www.realestate.com.au/privacy) further explains how realestate.com.au collects, uses and discloses personal information and how to access, correct or complain about the handling of personal information. You agree that the personal information you provide to us (or authorise to be provided to us) is your information, or information which you have been authorised to provide us. Where you are authorised to provide another individual's information to us, you must inform that individual that their personal information will be used and disclosed by us in accordance with our Privacy Policy [www.realestate.com.au/privacy](http://www.realestate.com.au/privacy) and these terms and conditions.