

Thank you for viewing a property with our Agency.

All people of the age of 18 years or over occupying the premises must complete an individual application.

To complete this application you are requested to complete all sections to the best of your ability. Any false information could jeopardise the success of your application.

We require the following information to be supplied (for photocopying) to process this application.

- Photographic identification – passport or Australian Drivers License
- Written Personal references (from people other than your relatives)
- Proof of present address – i.e. current phone, gas electricity account, bank or credit card statement
- Copies of previous rental ledger from your current managing agent, if your last rental property involved a private arrangement then a written reference from your landlord is required
- Proof of income – i.e. current pay slips, bank statement. An employment agreement or written reference on company letterhead is also suitable
- For home owners or self-employed – refer to PM Realty for required identification

(Our office reserves the right to allow for any changes or additions to the above information)

**RENTAL PROPERTY ADDRESS APPLIED FOR >**

Postcode:

Parking Space:  YES  NO Storage Space:  YES  NO Furnished:  YES  NO

Asking Price per week \$ Length of Lease Required: Commencement Date:

How Did You Find Out About This Property?  Office  Internet  for Lease Board  Referral  Front Window  Other:

**TENANCY REQUIREMENTS >**

Total No. of Occupants who will live in the premises: Adults: Children (age/s): Smokers:  YES  NO Pets:  YES  NO

**PERSONAL DETAILS >**

First Name: Middle Name:

Surname:  Male  Female DOB:

Drivers Licence No. State: Vehicle Registration: State:

Australian Passport Holder - Number.  International Passport Holder – Country: Number.

Home Phone: ( ) Work Phone: ( ) Mobile Phone:

Email:  please tick if PM Realty can contact you via email

Names and ages of any other people who will occupy the premises:

**CURRENT ADDRESS >**

Postcode:

Current Rent: \$ p/w How long have you lived there? Property Manager:

Agent/Landlord: (Business Name) Phone: ( )

Why are you leaving?

**PREVIOUS ADDRESS >**

Postcode:

Previous Rent: \$ p/w How long did you live there? Property Manager:

Agent/Landlord: (Business Name) Phone: ( )

Why did you leave?

Bond Refunded in full?  yes  no if not why?



**EMPLOYMENT DETAILS >**

Company Name:	Contact Person:	Job Title:
Employers Address:		
	State:	Postcode: Country:
Phone: ( )	Length of Employment:	
Previous Employer:	You're Position:	
Phone: ( )	Length of Employment:	

**EMERGENCY CONTACT DETAILS >**

Relative or Friend whom can be contacted in the event of an emergency: **(not living with you)**

First Name:	Surname:
Address:	
	State: Postcode: Country:
Phone: ( )	Mobile:
Email:	Relation:

**PROFESSIONAL REFEREE DETAILS >**

Surname:	First Name:
Address:	
	State: Postcode: Country:
Phone: ( )	Mobile:

**UTILITY CONNECTION**



**This is a free service that connects all your utilities**  
Our **FREE** connection service takes the stress out of organising the connections of all your services such as electricity, gas and water whilst finding valuable savings through our strong relationships with our suppliers.

**Please circle what services you would like connected:**

**Electricity   Gas   Water   Internet   Telephone   Pay TV   Home Insurance   Cleaning   Removalist**

Once Compare & Connect has received your application we will make all reasonable efforts to contact you within 24 hours of the nearest business day to identify how we can help.

- (1.) That you accept the Compare & Connect Terms and Conditions that may be accessed at [www.compareconnect.com.au](http://www.compareconnect.com.au).
- (2.) You authorise and invite Compare & Connect to contact you by telephone, email, text message, MMS or any other form of communication in order to provide the services requested by you even if your details are registered on the Do Not Call Register.
- (3.) That Compare & Connect may share your details with their suppliers and service providers in order to facilitate the connection and/or disconnection of the requested services.
- (4.) That Compare & Connect may receive a fee from the suppliers and service providers, part of which may be paid to a Compare & Connect referral partner, and you are not entitled to any part of any such fee.
- (5.) That Compare & Connect does not accept any liability on behalf of the suppliers and providers.

**You further authorise Compare & Connect to:**

- (6.) Obtain the National Metering Identifier and/or Meter Installation Reference Number of the properties that you are vacating and/or relocating to.
- (7.) Contact you with future promotions and offers.

**By signing this application form** you warrant that you are authorised to make this application and provide the invitation, consents, acknowledgments, authorisations and undertakings set out in this application form on behalf of all of the applicants listed herein.

Signature

Date



**APPLICATION DETAILS >**

I, the applicant hereby apply for approval by the Owner of the premises referred to in this form to become the tenant of those premises on the terms and conditions contained in this form and in the residential Tenancy Agreement to be drawn up on the owners behalf by PM Realty and request that pending consideration of my application, the premises be reserved in my favour.

**RESERVATION FEE CONDITIONS >**

The holding fee can only be accepted after the application for tenancy is approved.

The applicant has paid a Reservation Fee of \$ \_\_\_\_\_ equivalent to one week's rent to reserve the premises in favour of the Applicant for a period of 7 days.

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

1. The application for tenancy has been approved by the property owner; &
2. The premises will not be let during the reservation period pending the making of a Residential Tenancy Agreement; &
3. If the prospective tenant(s) decide not to enter into the Residential Tenancy Agreement, the landlord will retain the whole holding fee; &
4. If a Residential Tenancy Agreement is entered into, the reservation fee is to be paid towards rent for the residential premises concerned.
5. The whole of the holding fee will be refunded to the prospective tenant if:
  - a. The entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period
  - b. The landlord(s) agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.
6. During my inspection of this property I found it to be in a reasonably clean condition.  Yes  No  
 If "No," I believe the following items should be attended to prior to the commencement of my tenancy.  
 I acknowledge that these items are subject to the Landlord's approval:

7. I, the applicant, do solemnly and sincerely declare that I am not a bankrupt or an undischarged bankrupt and affirm that the above information is true and correct. I have inspected the above mentioned premises and wish to take a tenancy for such premises for a period of \_\_\_\_\_ weeks/months, at a rent of \$ \_\_\_\_\_ per week/month and that the rental to be paid is within my means. I undertake to pay a rental bond in cash or as requested upon the signing of a Residential Tenancy Agreement.

**PAYMENT DETAILS >**

Rental Bond (4 weeks rent)	\$
Rent in advance (one calendar month)	\$
Total	\$
Less Deposit Paid	\$
Total Due Upon Lease Signing	\$

The above calculations are based upon the acceptance and approval of the application and rent offered.  
 This may vary & will be adjusted if necessary.

**DECLARATION >**

I hereby offer to rent the property from the owner under a 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 this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I 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 defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

NTD: 1300 563 826                      TICA: 1902 220 346                      TRA: (02) 9363 9244

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

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 a Bond Authority         |
| (e) refer to Tribunals/Courts & Statutory Authorities (where applicable) | (f) refer to collection agents/lawyers (where applicable) |
| (g) complete a credit check with NTD (National Tenancies Database)       |   |

I am aware that if 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

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

