

Residential Application Form

For your application to be processed you must answer all questions (including the reverse side)
Separate application is required for all applicants over 18 years of age



A. Agent Details	
Landmark Realty Group	
Address:	Lumley House, Level 14, 309 Kent St, Sydney
Phone Number:	02 8221 8819
Fax Number:	02 9712 8800
Website:	www.landmarkrealtygroup.com.au
E-mail:	eric@landmarkrealtygroup.com.au
Property Manager	
B. Property Details	
1. What is the address of the property you would like to rent?	
<input type="text"/>	
<input type="text"/> Postcode	
2. Lease commencement date?	
<input type="text"/> Day	<input type="text"/> Month <input type="text"/> Year
3. Lease term? Rent (pw)	
<input type="text"/> Years <input type="text"/> Months	<input type="text"/> \$
4. How many tenants will occupy the property	
<input type="text"/> Adults	<input type="text"/> Children <input type="text"/> Ages of children
C. Personal Details	
5. Please provide us with your details	
Mr <input type="checkbox"/>	Ms <input type="checkbox"/> Miss <input type="checkbox"/> Mrs <input type="checkbox"/> Other
Surname	Given Name/s
<input type="text"/>	
Date of birth	Driver's licence number
<input type="text"/>	<input type="text"/>
Driver's licence expiry date	Driver's licence state
<input type="text"/>	<input type="text"/>
Passport No.	Passport country
<input type="text"/>	<input type="text"/>
Pension No. (if applicable)	Pension type (if applicable)
<input type="text"/>	<input type="text"/>
6. Please provide your contact details	
Home phone no.	Mobile phone no.
<input type="text"/>	<input type="text"/>
Work phone no.	Fax no.
<input type="text"/>	<input type="text"/>
Email Address	
<input type="text"/>	
7. What is your current address	
<input type="text"/>	
<input type="text"/> Postcode	
8. Are you a smoker? Yes <input type="checkbox"/> No <input type="checkbox"/> (please mark one)	
9. How did you find out about this property?	
<input type="text"/>	

D. Declaration
I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should the 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 a lease/tenancy documents c) allows tradespeople to equivalent organisations to contact me d) lodge/claim/transfer to/from a Bond Authority e) refer to Tribunals/Courts & Statutory Authorities (where applicable) f) complete a credit check with NTD (National Tenancies Database) g) transfer water account details into my name
I am aware that if information is not provided or I do consent to uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises.
Signature
<input type="text"/>
Date
<input type="text"/>

E. Applicant History

10. How long have you lived at your current address?

		Years			Months
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11. Why are you leaving this address?

12. Landlord/Agent details of this property (if applicable)
Name of landlord or agent

Landlord/agents phone no.

Weekly rent paid

\$

13. What was your previous residential address?

Postcode

14. How long did you live at that address?

		Years			Months
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15. Landlord/Agent details of this property (if applicable)
Name of landlord or agent

Landlord/agents phone no.

Weekly rent paid

\$

Was bond refunded in full?

If not, why not?

F. Employment History

16. Please provide your employment details?

What is your occupation?

What is the nature of your employment?

(Full Time/Part Time/Casual)

Employer's name (Inc. accountant if self-employed or institution if student)

Employer's Address

Postcode

Contact name

Phone No.

Length of employment

Net Income p.a.

		Years			Months	\$	
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17. Please provide your previous employment details?

Occupation

Employer's Name

Contact name

Phone No.

Length of employment

Net Income

		Years			Months	\$	
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G. Contacts/References

18. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

19. Please provide 2 personal references (not related to you)

Surname

Given name/s

Relationship to you

Phone no.

Surname

Given name/s

Relationship to you

Phone no.

H. Other Information

20. Car Registration

21. Please provide details of any pets

Breed/Type

Council registration/number

1.

2.

I. Documents To Be Attached

Current Rental Ledger

If home owner, current Council Rates & Water Rates

Photo Identification

Proof of Income (pay slip) / Current Bank Statement

A current utility account with your address

Written References

J. Holding Fee

The holding fee can only be accepted after the application for tenancy is approved. The holding fee (not exceeding 1 week's rent) of keeps the premises off the market for prospective tenants for 7 days (or longer by agreement).

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

- (i) The application for tenancy has been approved by the landlord; and
- (ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement; and
- (iii) If the prospective tenant(s) decide not to enter into such agreement, the landlord may retain the whole fee; and
- (iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned
- (v) The whole of the fee will be refunded to the prospective tenant if:
 - (a) If 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/other work during the specified period
 - (b) The landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

Signature of Landlord's Agent

Date

Signature of Applicant

Date