

# Tenancy Application Form

Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached. Each applicant must submit an individual form.

## A. AGENCY DETAILS

### Harcourts Broadbeach Waters, Mermaid Waters

**Address:** 69 Rio Vista BLVD, Broadbeach Waters QLD 4218

**Phone:** (07) 5570 4004 **Fax:** (07) 5570 4005

**Web:** www.broadbeachmermaidwaters.harcourts.com.au

NOTE: When you sign this application you consent that emailed and faxed agreements are legally binding once the terms and conditions are read and signed and returned with payment of deposit. This is subject to the acceptance of the application.

Property Manager

## B. PROPERTY DETAILS

### 1. Address of Property:

### 2. Lease Commencement Date:

Day  Month  Year

### 3. Lease Term:

Years  Months

### 4. How many tenants will occupy the property?:

Adults  Children  Ages of Children

## C. PERSONAL DETAILS

### 5. Please give us your details

Mr  Ms  Miss  Mrs  Dr  Other

Surname

Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

### 6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

### 7. What is your current address?

### 8. How did you find out about this property?

Newspaper  The Internet  Local Paper  
 Office  Office Window  Sign Board at property  
 Referral  Other (specify)

## D. UTILITY CONNECTIONS

### Harcourts Connect

Moving home has never been easier

Harcourts Connect is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services, removalists and vehicle hire.

What's more, you pay no extra charges as a result of using the Harcourts Connect service. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 028 to ensure your services can be addressed by the required date.

**PRIVACY CONSENT AND TERMS:** By signing this form you consent and agree to the following: Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

Yes, I accept the Terms. Please call me to connect my new home services

Signature

Date

P: 1300 554 028 | F:1300 889 598 | www.harcourtsconnect.com.au

## E. 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.

Signature

Date

## F. APPLICANT HISTORY

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

Years	Months
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10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone/fax no.

Weekly Rent Paid

<input style="width: 95%; height: 24px;" type="text"/>	\$ <input style="width: 95%; height: 24px;" type="text"/>
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12. What was your previous residential address?



13. How long did you live at this address?

Years	Months
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14. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone/fax no.

Weekly Rent Paid

<input style="width: 95%; height: 24px;" type="text"/>	\$ <input style="width: 95%; height: 24px;" type="text"/>
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Was bond refunded in full?

If not why not?

## G. EMPLOYMENT HISTORY

15. Please provide your employment details

What is your occupation?

What is the nature of your employment? (circle)

FULL TIME	PART TIME	CASUAL
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Employer's name (accountant if self employed or institution if student)

Employer's address (accountant if self employed or institution if student)



Contact name

Phone no.

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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Length of employment

Net Income

<input style="width: 95%; height: 24px;" type="text"/> Years	<input style="width: 95%; height: 24px;" type="text"/> Months	\$ <input style="width: 95%; height: 24px;" type="text"/>
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16. Please provide your previous employment details

Occupation?

Employer's name

Length of employment

Net Income

<input style="width: 95%; height: 24px;" type="text"/> Years	<input style="width: 95%; height: 24px;" type="text"/> Months	\$ <input style="width: 95%; height: 24px;" type="text"/>
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## H. CONTACTS/REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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Relationship to you

Phone no.

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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18. Please provide 2 personal references (not related to you)

1. Surname

Given name/s

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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Relationship to you

Phone no.

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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2. Surname

Given name/s

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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Relationship to you

Phone no.

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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## I. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets

Breed/type

Council registration / number

1. <input style="width: 95%; height: 24px;" type="text"/>	
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2. <input style="width: 95%; height: 24px;" type="text"/>	
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## J. PAYMENT DETAILS

Property Rental

\$ <input style="width: 95%; height: 24px;" type="text"/>	per week OR	\$ <input style="width: 95%; height: 24px;" type="text"/>	per month
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Rental Bond (4 weeks rent):

\$ <input style="width: 95%; height: 24px;" type="text"/>
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First payment of rent in advance (2 weeks rent)

\$ <input style="width: 95%; height: 24px;" type="text"/>
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Sub Total

\$ <input style="width: 95%; height: 24px;" type="text"/>
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Amount payable on signing tenancy agreement (bank cheque or money order only)

\$ <input style="width: 95%; height: 24px;" type="text"/>
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## K. 100 Points of ID Required

We require 100 Points of ID.

You must have:

1. A current drivers Licence or other photo ID
2. Current proof of income
3. Current rent ledger (if renting)

Application without 100 Points of ID will not be accepted.

Your 100 Point Check

Drivers Licence	40 Points
Passport	40 Points
Birth Certificate/Extract	30 Points
Other PhotoID	30 Points
Current proof of income	20 Points
Previous Landlord Reference	20 Points
Rent Ledger from other Agent	20 Points
Motor Vehicle Registration Certificate	10 Points
Bank Statement / Bank Card	10 Points
Phone / Electricity/ Gas Account	10 Points
Pension Card	20 Points
Medicare / Health Care Card	10 Points
Rates Notice (Proof of Ownership)	20 Points

Signature of Landlords Agent

Date

<input style="width: 95%; height: 24px;" type="text"/>	<input style="width: 95%; height: 24px;" type="text"/>
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