

Residential Tenancy Application Form

Applicant Name:

Property Address:



Stone Camden
3/31-33 Argyle Street, Camden, NSW, 2571
T: (02) 4655 3000
E: pmcamden@stonerealestate.com.au
W: stonerealestate.com.au



A. SUPPORTING DOCUMENTS

To process your application please provide the following along with a completed form by each adult:

- Photo ID | Driver's License, Passport, Proof of Age Card
- Proof of Income | Last 3 payslips, letter of offer from new employer
- Current Bank Statement
- Rental History | Copy of tenancy ledger
- Covering Letter | if applicable
- Council or water rates | if currently owner occupied
- Current Bill | with name and address (water/phone/gas)

B. PROPERTY DETAILS - Property you would like to rent

1. Proposed property

2. Rent per week (proposed property)

 per week

3. Property viewed date

4. Proposed lease term

 6 months 12 months

5. Lease commencement date

6. Please list the names, ages & relationship of all occupants

Name	Age	Relationship to you

7. Do you have any pets?

Yes No Breeds

8. Do you smoke?

Yes No

9. I have personally inspected the property

Yes No

C. PERSONAL DETAILS

10. Please give us your details

Mr Ms Miss Mrs Other

Surname Given name/s

Drivers licence number Drivers licence state & expiry date

Passport number Passport country

Date of birth Car Registration

11. Please provide your contact details

Home phone number Mobile phone number

Work phone number

Fax number

Email address

D. CURRENT APPLICANT ADDRESS

12. What is your current address?

13. Are you the: Owner / Tenant (Please circle)

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

Years Months

15. Why are you leaving this address?

16. Landlord / Agents Name

Landlord / agents phone number

Weekly rent paid

 per week

E. PREVIOUS APPLICANT ADDRESS

17. What was your previous address?

18. Were you the: Owner / Tenant (Please circle)

19. How long did you live at your previous address?

Years Months

20. Why did you leave this address?

21. Landlord / Agents Name

Landlord / agents phone number

Weekly rent paid

 per week

22. Do you own an investment property?

Yes No

F. EMPLOYMENT HISTORY

23. 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 number

Length of employment

Net income (after tax)

Years Months

\$

G. PREVIOUS EMPLOYMENT HISTORY

24. Please provide your previous employment details

What was your occupation?

What was 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 number

Length of employment

Net income (after tax)

Years Months

\$

H. CONTACTS / REFERENCES

25. Please provide a contact in case of emergency (next of kin)

First Name

Surname

Relationship to you

Phone number

Email address

Address

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

1. First Name

Surname

Relationship to you

Phone number

2. First Name

Surname

Relationship to you

Phone number

I. NOTICE TO PROSPECTIVE TENANTS

This office does not take any responsibility in regards to the status of telephone, gas or electricity connections. We advise the applicant to confirm arrangements in this situation with suppliers.

The owner is not required to supply a telephone line. It is a tenant's responsibility to ensure, if required, that there is a telephone line available prior to commencing the tenancy. All applications are shredded (if unsuccessful), for your own privacy & protection do NOT submit original documents with your application as we cannot guarantee returning these to you.

Applications usually take between 24-48 hours to process.

J. UTILITY CONNECTIONS

myconnect[®]
a really smart move

MyConnect will call you to arrange free connection of your required utilities

☎ 1300 854 478 ✉ enquiry@myconnect.com.au 🌐 myconnect.com.au

Yes, Please Contact Me

Interpreter service (tick if required)

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

OR Tick here to opt out



K. HOLDING DEPOSIT

Under Clause 24 of the Residential Tenancy Act 2010 and subject to the provision of that clause, if your application is approved, you may be required to pay a holding deposit of one week's rent within 24 hours. If you proceed with the tenancy this deposit will be applied to your rent. If you refuse to proceed and do not enter into an agreement, the deposit can be retained by the owner.

Yes, I agree (please tick)

DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by Stone Camden. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement. I acknowledge this application is subject to the approval of the owner/landlord. I declare all information in this application is true and correct and given of my own free will. I declare I have inspected the premises and I am not bankrupt.

I authorise Stone Camden to use my personal information to:

- a) Communicate with the owner and select a tenant
- b) Prepare lease/tenancy documents
- c) Allow tradespeople of equivalent organisations to contact me
- d) Lodge/Claim/Transfer to/from a Bond Authority
- e) Refer to Tribunals/Courts & Statutory Authorities
- f) Refer to collection agents/lawyers (where applicable)
- g) Complete a credit check with TICA

I authorise Stone Camden to obtain personal information from:

- a) The owner or Agent of my current/previous residence
- b) My personal referees and employer/s
- c) Any record listing or database of defaults by tenants

If I default under a rental agreement, I agree that Stone Camden may disclose details of such default to a tenancy Default database, and to agents/landlords of properties I may apply for in future. I am aware that if information is not provided or I do not consent to uses to which personal information is put Stone Camden cannot provide me with the lease/tenancy of the premises. I am aware that Stone Camden may access personal information using the contact details provided.

Signature of Applicant

Date

CONSENT

In accordance with the privacy act, I the undersigned authorise the recipient of this form to give information to Stone Camden regarding my rental history.

I further understand this information will be used to assess my application for tenancy. Please complete the information below:

Applicant's name: _____

Property applied for: _____

Current address: _____

Period of tenancy: _____

Rent per week: \$ _____

No. of occupants: _____

Current Agent/Landlord: _____

Agent/Landlord Phone: _____

Agent/Landlord Fax: _____

Agent/Landlord Email: _____

RENTAL REFERENCE CHECK

In order for us to process your application we will send this to your current managing agent/landlord for a reference check.

Please DO NOT complete the section below, this will be completed by your current managing Agent/Landlord.

Dear agent/landlord,

Please complete the form below and return to our office together with a copy of the tenant ledger to:

pmcamden@stonerealestate.com.au

Thank you in advance for your assistance.

Name & Position of person completing this form: _____

Length Of Tenancy: _____ Rent per week: \$ _____ Bond Held: \$ _____

Was rent paid on time: Yes / No - If no do you know why? _____

Were inspections carried out: Yes / No details: _____

Were there any problems gaining access: Yes / No details: _____

Results of inspections: _____

Were lawns and gardens maintained: _____

Did the tenant have pets? No / Yes - If yes type/number: _____

Any damage caused by pets: _____

Were the tenants considerate of neighbours: _____

Were any breach notices issued: Yes / No Type: _____

Reason for leaving (if known): _____

Was the bond or will it be refunded in full: Yes / No Reason: _____

Would you rent to this tenant again: Yes / No Reason: _____

Agent/Landlord Signature:

Date: