


# Residential Application Form



All questions must be answered for your application to be processed.

| AGENT DETAILS  | D. APPLICANT HISTORY  |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
|--|---|------------------------------------|--|--|--------|-------|-------|---|--------|--|---|-------|---|--------|
| <p><b>Name:</b> LJ Hooker Belmont<br/> <b>Address:</b> 562 Pacific Highway, BELMONT NSW 2280<br/> <b>Phone:</b> 02 4945 8600<br/> <b>Email:</b> rentals.belmontnsw@ljh.com.au<br/> <b>Website:</b> www.belmontnsw.ljhooker.com.au</p>  | <p><b>9. What is your Current Address?</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: right;">Postcode:</div>  |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| A. DOCUMENTATION   |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>100 POINTS OF IDENTIFICATION CHECKLIST</b><br/> <b>MUST PROVIDE (with Name &amp; Address):</b></p> <p><input type="checkbox"/> Drivers Licence/Passport/Photo ID Card    <b>40 points</b><br/> <input type="checkbox"/> 2x Payslips/Centrelink Statement    <b>20 points</b><br/> <input type="checkbox"/> Current Bank Statement (Last 3 Months)    <b>20 points</b></p> <p><b>EITHER ADDITIONAL (with Name &amp; Address):</b></p> <p><input type="checkbox"/> Phone/Internet Bill    <b>10 points</b><br/> <input type="checkbox"/> Electricity/Gas Account    <b>10 points</b><br/> <input type="checkbox"/> Concession/Pension Card    <b>10 points</b><br/> <input type="checkbox"/> Other Form of Documentation    <b>10 points</b></p>   | <p><b>10. How long have you lived at your current address?</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">/</td> <td style="width: 20%; text-align: center;">Years</td> <td style="width: 20%; text-align: center;">/</td> <td style="width: 40%; text-align: center;">Months</td> </tr> </table> | /                                  | Years  | /  | Months |       |       |   |        |  |   |       |   |        |
| /  | Years   | /                                  | Months   |  |        |       |       |   |        |  |   |       |   |        |
| B. PROPERTY DETAILS  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>1. What is the address of the property you would like to rent?</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: right;">Postcode:</div>   | <p><b>11. Why are you Leaving your current address?</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>2. Lease Commencement Date?</b>    <b>3. Length of Lease?</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">/ /</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/> 6 Months</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/> 12 Months</td> </tr> </table>  | / /   | <input type="checkbox"/> 6 Months  | <input type="checkbox"/> 12 Months   | <p><b>12. What is the Full Name of your Private Landlord/Real Estate Agent?</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Phone Number    Weekly Rent?</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table>                            |        |       |       |   |        |  |   |       |   |        |
| / /  | <input type="checkbox"/> 6 Months   | <input type="checkbox"/> 12 Months |  |  |        |       |       |   |        |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>4. Property Weekly Rent</b>    <b>Bond Amount</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">\$ .00</td> <td style="width: 50%; text-align: center;">\$ .00 (Weekly Rent x 4)</td> </tr> </table>  | \$ .00  | \$ .00 (Weekly Rent x 4)           | <p><b>13. What is your Previous Address? (If Less than 10 years)</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: right;">Postcode:</div>   |  |        |       |       |   |        |  |   |       |   |        |
| \$ .00   | \$ .00 (Weekly Rent x 4)  |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>5. How many Tenant/s will occupy the Premises?</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">Adults</td> <td style="width: 20%; text-align: center;">Children</td> <td style="width: 60%; text-align: center;">Ages (Children)</td> </tr> </table>  | Adults  | Children                           | Ages (Children)  | <p><b>14. How long did you live at your previous address?</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">/</td> <td style="width: 20%; text-align: center;">Years</td> <td style="width: 20%; text-align: center;">/</td> <td style="width: 40%; text-align: center;">Months</td> </tr> </table> | /      | Years | /     | Months  |        |  |   |       |   |        |
| Adults   | Children  | Ages (Children)                    |  |  |        |       |       |   |        |  |   |       |   |        |
| /  | Years   | /                                  | Months   |  |        |       |       |   |        |  |   |       |   |        |
| C. PERSONAL DETAILS  | E. EMPLOYMENT HISTORY/INCOME  |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>6. Please give us your Details:</b></p> <p><input type="checkbox"/> Mr    <input type="checkbox"/> Mrs    <input type="checkbox"/> Ms    <input type="checkbox"/> Miss    <input type="checkbox"/> Other</p> <p>Given Name/s</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Surname/s</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Date of Birth</p> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">/ /</div> <p>Drivers Licence Number    State    Expiry Date</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%;"></td> <td style="width: 20%;"></td> <td style="width: 60%; text-align: center;">/ /</td> </tr> </table> <p>Passport Number    Country</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table> <p>Concession/Pension Card Number    Pension Type</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table> |   |                                    | / /  |  |        |       |       | <p><b>17. What is your Current Occupation:</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Are you Employed?</p> <p><input type="checkbox"/> Full-Time    <input type="checkbox"/> Part-Time    <input type="checkbox"/> Casual</p> <p>Company Name: (incl. Accountant is Self-Employed or Institution of Student)</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Company Address:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Contact Name    Number</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table> <p>Length of Employment</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">/</td> <td style="width: 20%; text-align: center;">Years</td> <td style="width: 20%; text-align: center;">/</td> <td style="width: 40%; text-align: center;">Months</td> </tr> </table> <p>Weekly Net Income</p> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div> |        |  | / | Years | / | Months |
|  |   | / /                                |  |  |        |       |       |   |        |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| /  | Years   | /                                  | Months   |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>7. Please provide your Contact Details:</b></p> <p>Mobile Number</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Home Number    Work Number</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table> <p>Email Address</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>  |   |                                    | <p><b>18. What was your Previous Occupation: (If Less than 10 years)</b></p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Were you Employed?</p> <p><input type="checkbox"/> Full-Time    <input type="checkbox"/> Part-Time    <input type="checkbox"/> Casual</p> <p>Company Name: (incl. Accountant if Self-Employed or Institution of Student)</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Contact Name    Number</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%;"></td> </tr> </table> <p>Length of Employment</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: center;">/</td> <td style="width: 20%; text-align: center;">Years</td> <td style="width: 20%; text-align: center;">/</td> <td style="width: 40%; text-align: center;">Months</td> </tr> </table> <p>Weekly Net Income</p> <div style="border: 1px solid black; height: 20px; width: 100%; text-align: center;">\$</div> |  |        | /     | Years | /   | Months |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
|  |   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
| /  | Years   | /                                  | Months   |  |        |       |       |   |        |  |   |       |   |        |
| <p><b>8. Have you viewed the property?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>I personally Inspected the property signature?    Date:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%; text-align: center;">/ /</td> </tr> </table> <p>Property Inspected on my behalf - Full Name:    Date:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"></td> <td style="width: 40%; text-align: center;">/ /</td> </tr> </table>  |   | / /                                |  | / /  |        |       |       |   |        |  |   |       |   |        |
|  | / /   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |
|  | / /   |                                    |  |  |        |       |       |   |        |  |   |       |   |        |

| F. PET APPLICATION DETAILS (If Applicable)   | K. UTILITY CONNECTIONS   |        |       |   |
|--|--|--------|-------|---|
| <p><b>19. Do you have Pets?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Number <input type="text"/> Type <input type="text"/></p> <p>Breed/s <input type="text"/></p> <p>Sex <input type="text"/> Age <input type="text"/></p> <p>Size</p> <table style="width:100%; border: none;"> <tr> <td style="border: 1px solid black; width: 33%; text-align: center; padding: 2px;">SMALL</td> <td style="border: 1px solid black; width: 33%; text-align: center; padding: 2px;">MEDIUM</td> <td style="border: 1px solid black; width: 33%; text-align: center; padding: 2px;">LARGE</td> </tr> </table>  | SMALL  | MEDIUM | LARGE | <p>This is a <b>FREE</b> service that connects all your utilities and other services. Direct Connect can help arrange for the connection or provision of the following utilities and other services:</p> <p><b>Electricity / Cleaners / Gas / Insurance<br/>Phone / Removalist / Internet<br/>Truck or van hire / Pay TV</b></p> <div style="text-align: right;"> <br/> <small>MAKES MOVING EASY</small> </div> <p><input type="checkbox"/> <b>Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.</b></p> <p>We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms &amp; Conditions for further information.</p> <p>Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.</p> <p><b>DECLARATION AND EXECUTION:</b> By signing this application, you:</p> <ol style="list-style-type: none"> <li>Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).</li> <li>Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement</li> <li>Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.</li> <li>Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.</li> <li>Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.</li> <li>Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.</li> </ol> <p>By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all</p> <p>Applicant's Signature <input style="width: 150px;" type="text"/> Date: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/></p> <p style="text-align: center; font-size: small;">PO Box 1519, Box Hill, VICTORIA 3128. P: 1300 664 715 www.directconnect.com.au</p> |
| SMALL  | MEDIUM   | LARGE  |       |   |
| G. CONTACT/REFERENCES  |  |        |       |   |
| <p><b>20. Please provide a Contact for Emergency Purpose (Not Living with you)</b></p> <p>Given Name/s <input type="text"/> Surname/s <input type="text"/></p> <p>Relationship to You <input type="text"/> Phone Number <input type="text"/></p> <p><b>21. Please provide 2 Personal References (Not Related to you)</b></p> <p><b>A. Given Name</b> <input type="text"/> <b>Surname/s</b> <input type="text"/></p> <p>Relationship to You <input type="text"/> Phone Number <input type="text"/></p> <p><b>B. Given Name</b> <input type="text"/> <b>Surname/s</b> <input type="text"/></p> <p>Relationship to You <input type="text"/> Phone Number <input type="text"/></p>   |  |        |       |   |
| H. TENANCY CORRESPONDENCE VIA EMAIL  |  |        |       |   |
| <p>If approved for tenancy, I hereby, agree and provide my approval and consent to receive the service of any Notice and other document pursuant to s.223 of the Residential Tenancies Act 2010 via electronic service. I authorise the Landlord, through their agent, to serve Notice and other documents to the follow email address:</p> <p><input style="width: 100%;" type="text"/></p> <p>I confirm the provided email address is my current and correct primary email address and understand it is my responsibility to update LJ Hooker Belmont if my primary email address changes.</p> <p>Applicant's Signature: <input style="width: 150px;" type="text"/> Date: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/></p>  |  |        |       |   |
| I. HOLDING FEE   |  |        |       |   |
| <p>The holding fee can only be accepted after the application for tenancy is approved. The holding fee (not exceeding 1 week's rent) of \$ <input style="width: 50px;" type="text"/> .00 keeps the premises off the market for the prospective tenant 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:</p> <ol style="list-style-type: none"> <li>The application for tenancy has been approved by the landlord; and</li> <li>The premises will not be let during the above period, pending the making of a residential tenancy agreement; and</li> <li>If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee; and</li> <li>If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.</li> <li>The whole of the fee will be refunded to the prospective tenant if: <ol style="list-style-type: none"> <li>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.</li> <li>The landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.</li> </ol> </li> </ol> <p>Applicant's Signature: <input style="width: 150px;" type="text"/> Date: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/></p> |  |        |       |   |
| J. NOTES   |  |        |       |   |
|  | <p><b>L. DECLARATION</b></p> <p>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.</p> <p>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 no bankrupt.</p> <p>I authorise the Agent to obtain personal information from:</p> <ol style="list-style-type: none"> <li>The owner or the Agent of my Current or Previous residence;</li> <li>My personal referees and employer/s;</li> <li>Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;</li> <li></li> </ol> <p>I am aware that I may access my personal information by contacting:</p> <ul style="list-style-type: none"> <li>NTD: 1300 563 826</li> <li>TICA: 1902 220 346</li> <li>TRA: (02) 9363 9244</li> </ul> <p>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 the agents/landlords of the properties I may apply for in the future.</p> <p>I am aware that the Agent will use and disclose my personal information in order to:</p> <ol style="list-style-type: none"> <li>Communicate with the Owner and select a Tenant</li> <li>Prepare Lease/Tenancy Documents</li> <li>Allow Tradespeople or Equivalent Organisations to contact me</li> <li>Logde/Claim/Transfer to/From a Bond Authority</li> <li>Refer to Tribunals/Courts &amp; Statutory Authorities (where applicable)</li> <li>Refer to Collection Agents/Lawyers (where applicable)</li> <li>Complete a Credit Check with NTD (National Tenancies Database)</li> </ol> <p>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.</p> <p>Applicant's Signature: <input style="width: 150px;" type="text"/> Date: <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/></p> |        |       |   |