

LJ Hooker Application For Tenancy

*Must be completed in full and signed for your application to be considered

*Must provide I.D and Proof of Income

PROPERTY APPLIED FOR (IF ANY): _____

PREFERRED TENANCY TERM: 3/6/12 MONTHS PROPOSED START DATE: _____

APPLICANT 1 DETAILS:

FULL NAME: _____ MAIDEN NAME: _____
DOB: _____ LICENCE #: _____ PROOF OF AGE CARD: _____
CENTRELINK REF#: _____ **ARE YOU A SMOKER?:** YES/NO – INSIDE/OUTSIDE

CONTACT NUMBERS: MOBILE: _____ HOME: _____ WORK: _____
Email: _____

CURRENT DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____
LANDLORD/AGENT: _____ PH: _____
LANDLORD/AGENT EMAIL: _____
HOW LONG AT THIS ADDRESS: _____ REASON FOR VACATING: _____

PREVIOUS DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____
LANDLORD/AGENT: _____ AGENTS PH: _____
LANDLORD/AGENT EMAIL: _____
HOW LONG AT THIS ADDRESS: _____ REASON FOR VACATING: _____
BOND REFUNDED IN FULL? _____ IF NO, WHY NOT: _____

PREVIOUS DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____
LANDLORD/AGENT: _____ AGENTS PH: _____
LANDLORD/AGENT EMAIL: _____
HOW LONG AT THIS ADDRESS: _____ REASON FOR VACATING: _____
BOND REFUNDED IN FULL? _____ IF NO, WHY NOT: _____

HAVE YOU RENTED ANYWHERE ELSE? IF SO PLEASE STATE THE ADDRESS & AGENT THE PROPERTY WAS RENTED THROUGH: _____

INCOME DETAILS: OCCUPATION: _____ WKLY WAGE: _____
EMPLOYER: _____ EMPLOYER EMAIL: _____
PERIOD OF EMPLOYMENT: _____ PHONE: _____ F/T: ☐ P/T: ☐ CASUAL: ☐ HPW _____
CENTRELINK BENEFIT: TYPE: _____ \$ PER WEEK: _____

NEXT OF KIN (in case of an emergency): _____ PHONE: _____ RELATIONSHIP: _____

PERSONAL REFERENCES

1.NAME: _____ PHONE: _____ ADDRESS: _____ RELATIONSHIP: _____
2.NAME: _____ PHONE: _____ ADDRESS: _____ RELATIONSHIP: _____

LJ HOOKER INVERELL

30-32 Otho St Inverell NSW 2360
Devlin Corporation Pty Ltd T/A LJ Hooker Inverell
ABN: 92 139 770 102

Ph: 02 6721 0215
Email: inverell@ljhooker.com.au
Website: inverell.ljhooker.com.au

APPLICANT 2 DETAILS:

FULL NAME: _____ MAIDEN NAME: _____

DOB: _____ LICENCE #: _____ PROOF OF AGE CARD: _____

CENTRELINK REF#: _____ **ARE YOU A SMOKER?:** YES/NO – INSIDE/OUTSIDE

CONTACT NUMBERS: MOBILE: _____ HOME: _____ WORK: _____

Email: _____

CURRENT DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____

LANDLORD/AGENT: _____ PH: _____

LANDLORD/AGENT EMAIL: _____

HOW LONG AT THIS ADDRESS: _____ REASON FOR VACATING: _____

PREVIOUS DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____

LANDLORD/AGENT: _____ AGENTS PH: _____

LANDLORD/AGENT EMAIL: _____

HOW LONG AT THIS ADDRESS: _____ REASON FOR VACATING: _____

BOND REFUNDED IN FULL? _____ IF NO, WHY NOT: _____

PREVIOUS DETAILS:

ADDRESS: _____ WKLY RENT PAID: _____

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LANDLORD/AGENT EMAIL: _____

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INCOME DETAILS: OCCUPATION: _____ WKLY WAGE: _____

EMPLOYER: _____ EMPLOYER EMAIL: _____

PERIOD OF EMPLOYMENT: _____ PHONE: _____ F/T: ☐ P/T: ☐ CASUAL: ☐ HPW _____

CENTRELINK BENEFIT: TYPE: _____ \$ PER WEEK: _____

NEXT OF KIN (in case of an emergency): _____ PHONE: _____ RELATIONSHIP: _____

PERSONAL REFERENCES

1.NAME: _____ PHONE: _____ ADDRESS: _____ RELATIONSHIP: _____

2.NAME: _____ PHONE: _____ ADDRESS: _____ RELATIONSHIP: _____

OTHER PERSONS WHO WILL BE LIVING AT THE PROPERTY:

1.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

2.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

3.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

4.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

5.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

6.NAME: _____ DOB: _____ AGE: _____ RELATIONSHIP TO APPLICANT: _____

Do any of the above occupants smoke?: YES/NO IF YES,; INSIDE/OUTSIDE (please circle)

DO YOU HAVE ANY PETS: _____ INSIDE/OUTSIDE: _____ IF SO HOW MANY & TYPE OF ANIMAL, BREED: _____

No OF CARS TO BE KEPT AT THE PROPERTY:_____ CARS REGISTERED: YES/NO REGO #/S:_____

ANY OTHER VEHICLES TO BE KEEPS AT THE PREMISES (Eg Caravan/bikes etc):_____

WILL YOU BE REQUIRING TO KEEP A GUN SAFE AT THE PREMISES?: YES/NO

DECLARATION Please declare the following by selecting TRUE or FALSE – I/we, the applicant/s:

1. Have never been evicted by an agent or Private Landlord TRUE/FALSE 2. Have no known reasons that would affect my ability to pay rent TRUE/FALSE

ACKNOWLEDGEMENT - Please acknowledge the following statements.

I/we, the applicant/s; 1. Understand that you as the agent/lessor have collected this information for the purpose of determining whether I/we are a suitable tenant for the property—in particular to check my identification, my ability to care for the property, my character and my credit worthiness. 1.1 for such purposes, I/we authorise you to contact the persons named in this application, and to undertake such enquiries and searches (including tenancy databases searches) as you consider reasonable. 1.2 in doing so, I understand that information provided by me may be disclosed to, and further information obtained from, referees named in this application and other relevant third parties 2. Acknowledge and accept that if this application is denied, the agent is not legally obligated to provide reasons as to why. 3. Consent and understand that should my tenancy be accepted and upon commencement of the tenancy agreement, there may be cause for the agent to pass my details onto others which may include (but not limited to) insurance companies, body corporate, contractors, other real estate agents, salespeople and tenancy default databases. 4. Acknowledge that the lessor and applicant (tenant) are bound by this agreement immediately upon communication of either the lessor or agents acceptance of the application.

PETS:(NB: All pets are to be kept outside at all times (aquariums/vivariums/budgie-canary stands excepted)- Stands should not be kept on carpeted areas and the applicant acknowledges that any damages caused by the stands/tanks & occupants is at the applicants cost. As per the residential tenancy agreement clause 46, pest control and carpet cleaning may be required during and upon vacating the property.)

Please note: THIS OFFICE IS A MEMBER OF TICA .

HOLDING FEE

The holding fee can only be accepted after the tenancy has been approved. The holding fee will not exceed one weeks rent and will keep the property off the market for the prospective tenant for 7 days. In consideration of the above holding fee paid by the tenant, the landlord's agent acknowledges the following:

- The application for tenancy has been approved by the landlord
- The premises will not be let during the above period, pending the making of a residential tenancy agreement
- If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee
- If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.

PRIVACY ACT 1988 – COLLECTION NOTICE FOR APPLICATIONS FOR TENANCY

This form provides information about how we use your personal information, as required by the Australian Privacy Principles in the Privacy Act 1988, and seeks your consent to disclosures to the TICA Group of companies (TICA) in specified circumstances. If you do not consent to the disclosure of your personal information to TICA we can not process your application. As a professional asset manager we collect personal information about you. The information we collect can be accessed by you by contacting our office.

Primary Purpose:

Before a tenancy is accepted we collect your information to assess the risk to our clients in providing you with a property you have requested to rent and if considered acceptable provide you with a tenancy for the property. In order to assess your application we disclose your personal information to:

The Lessor / Owners for approval or rejection of your application, TICA Default Tenancy Control Pty Ltd and TICA Assist Pty Ltd to assess the risk to our clients and verify the details provided in your tenancy application, Any other persons to validate information supplied in your application and Other Real Estate Agents to assess the risk to our clients.

Secondary Purpose:

During and after the tenancy we may disclose your personal information to: Trades people to contact you for repairs and maintenance of the property, Tribunals or Courts having jurisdiction seeking orders or remedies, Debt Collection Agencies and affiliated industries, TICA Default Tenancy Control Pty Ltd to record details of your tenancy history, Lessors / Owners insurer in the event of an insurance claim and Future rental references to other asset managers / owners.

TICA Statement:

As the TICA Group may collect personal information about you, the following information about the TICA Group is provided in accordance with the Australian Privacy Principles in the Privacy Act 1988. TICA Default Tenancy Control Pty Ltd (ABN 84 087 400 379) is a tenancy database that records tenants personal information from its members including tenancy application inquiries and tenancy history. TICA Assist Pty Ltd (ABN 28137 488 503) is a database company that records information from mercantile agents and associated industries. In accordance with the Australian Privacy Principles you are entitled to have access to any personal information that we may hold on any of our databases. To obtain your information from the TICA Group proof of identity will be required and can be made by mail to: TICA Public Inquiries PO BOX 120, CONCORD NSW 2137 **a fee will apply**

TICA Primary Purpose:

The TICA Group collects information from its members and provides such information to other members as a risk management system for the purpose of assessing a tenancy application. The TICA Group does not provide any information that it collects to any other individual or organization other than its own group of companies for any other purpose other than assessing a tenancy application or risk management system or locating system other than government departments and or agencies allowed by law to obtain information from the TICA Group. The personal information that the TICA Group may hold is as follows: Name, date of birth, drivers license number, proof of age card number and or passport number (except Australian) and address at time of making a tenancy application, comments made by a TICA member in relation to your tenancy, which members you rented through and which members you applied to and which members are seeking you.

I/we, the said applicant/s, do solemnly and sincerely declare that the information contained in this application is true and correct and that all of the information was given of my own free will. I further consent to the lessor/agent contacting and /or conducting any enquiries and/or searches with regard to the information and references supplies in this application.

I/we, the said applicants, do solemnly and sincerely declare that I am over 18 years of age and have read and understand the contents of this agreement and have the competence and capacity to enter into this agreement.

THE FINAL DECISION ON ALL LETTINGS IS AT THE DISCRETION OF THE OWNER.

NB: WE DO NOT ACCEPT REFERENCES FROM FAMILY/RELATIVES/FRIENDS AS RENTAL REFERENCES.

THE APPLICANT ACKNOWLEDGES THE THESE REFERNCES WILL BE VERIFIED BY THE AGENT AND THE APPLICANT CONSENTS. THE APPLICANT ALSO ACKNOOWLEDGES THAT IF THIS FORM IS NOT COMPLETED IN FULL IT WILL BE SEEN AS NUL AND VOID AND OUR AGENCY WILL DISREGARD IT.

THE APPLICANT FURTHER ACKNOWLEDGES THAT A CHECK ON TICA WILL BE PERFORMED AS A ROUTINE PROCEDURE IN THE APPLICATION PROCESS.

I/WE HEREBY AUTHORISE LJ HOOKER INVERELL AS THE LETTING AGENT, TO CONDUCT ENQUIRIES AND/OR SEARCHES SO AS TO VERIFY MY/OUR APPLICATION.

Signed by the Applicant/s:

_____ SIGNATURE	_____ FULL NAME (Please Print)	_____ DATE
_____ SIGNATURE	_____ FULL NAME (Please Print)	_____ DATE

Please complete all sections of this application to enable us to connect your utilities.

Applicant Details

Mr ☐ Ms ☐ Miss ☐ Mrs ☐ Other ☐ Given Name/s: _____

Surname: _____ Date of Birth: ____/____/____

Phone Number: _____ Mobile Number: _____

Property Details

Property Manager: _____

New Property Address: _____

Move in date: ____/____/____

Connection date: ____/____/____

FREE UTILITY CONNECTIONS - This is a Free Service that quickly connects your utilities

YourPorter

Phone: 1300 400 600
Fax: 1300 326 468

YourPorter is a **FREE** service connecting utilities and other services.

If the Agent approves this application, YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

- | | | | | |
|--------------------------------------|-------------------------------|------------------------------------|--|-------------------------------------|
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Gas | <input type="checkbox"/> Telephone | <input type="checkbox"/> Internet | <input type="checkbox"/> Pay TV |
| <input type="checkbox"/> Car | <input type="checkbox"/> Life | <input type="checkbox"/> Health | <input type="checkbox"/> Home & Contents | <input type="checkbox"/> Home Loans |

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature: _____

Date: ____/____/____