

# Residential Tenancy Application Form

For your application to be processed you must answer all questions  
(including the reverse side)

## 1. Agent Details



**Richardson & Wrench Gordon**

**Address:** 787 Pacific Hwy, Gordon, NSW, 2072  
**Phone no:** 02 9498 3399  
**Fax no:** 02 9498 5405  
**Email address:** gordon@randw.com.au

*Chase Kuo ID:23650*

## 2. Property Details

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

Electricity Meter No \_\_\_\_\_

Lease Term \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_

Date Property is to be occupied \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Number of other Applicants to Occupy the Property \_\_\_\_\_

Adults \_\_\_\_\_ Children \_\_\_\_\_

## 3. Personal Details

Title \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

Last Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Age (Years / Months) \_\_\_\_\_

Drivers Licence Number \_\_\_\_\_ State of Issue \_\_\_\_\_

Alternate ID (eg passport) \_\_\_\_\_ No \_\_\_\_\_

Pension Type (if applicable) \_\_\_\_\_ No \_\_\_\_\_

Please provide contact details \_\_\_\_\_

Home Ph \_\_\_\_\_ Mobile Ph \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_ Work No \_\_\_\_\_

Current Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

## 4. Emergency Contact

Please provide an emergency contact not residing with you \_\_\_\_\_

First Name \_\_\_\_\_ Surname \_\_\_\_\_

Relationship \_\_\_\_\_ Phone No \_\_\_\_\_

Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

## 5. Payment Details

Property Rental \$ \_\_\_\_\_ Per Week or \$ \_\_\_\_\_ Per Month

First Payment of rent in advance \$ \_\_\_\_\_

Rental Bond (1 Month Rent) \$ \_\_\_\_\_

Sub Total \$ \_\_\_\_\_

## 6. Utility Connections

**Richardson&Wrench Connect**

Phone: 1300 096 466 Fax: 1300 889 598 Web: www.randw.connectnow.com.au

### A Free Service - Connecting Your Home Services Has Never Been Easier!

Richardson & Wrench Connect is powered by Connectnow and is a simple and convenient time saving service assisting with your Telephone, Electricity & Gas connections to some of Australia's leading providers. connectnow also provide a range of additional services to compliment your household utilities, such as Internet & Pay TV.

**This is a value-added service independent of your tenancy application - you are not obligated to use connectnow.**

If you would like Richardson & Wrench Connect to contact you to discuss any of the above services please tick the box and a connectnow representative will make all reasonable efforts to contact you within one working day of receiving an application. If we are unable to contact you within this period please contact connectnow on 1300 554 323 to ensure connection can be completed by your requested date.

It is the responsibility of the Tenant to ensure that the Main Electricity Switch is in the "Off Position" between 7am & 7pm on the day connection is required and that there is easy access to the property.

While the connectnow service is **FREE**, standard service provider connection fees and charges still apply. You pay NO extra charges as a result of using the connectnow service.

Please Contact Me  YES

## 7. Declaration

A)

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from 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 details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing or database of defaults by tenants. If I default under a rental agreement, the Agent may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information.

B)

If section 6 is complete please note

Connection of your utilities will only be initiated once a representative has discussed your details with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s). The privacy of our customers is of vital importance to Richardson & Wrench Connect.

I consent to the collection of my personal information by Richardson & Wrench Connect Pty Ltd ACN 79 097 398 662 for the purposes of arranging for the connection and or disconnection of the nominated moving and connections services and related services, and to providing my personal information contained in this application to the relevant service providers, in accordance with Richardson & Wrench Connect's Privacy Policy (which is available for my inspection at www.connectnow.com.au) Richardson & Wrench Connect and those service providers may contact me from time to time (including by electronic means) to let me know about new or existing products or services. I understand that I can contact Richardson & Wrench Connect at any time if I do not want to receive that information from Richardson & Wrench Connect or if I want to update my personal information. I agree that neither Richardson & Wrench Connect nor the Agent accepts liability for loss caused by delay in, or failure to connect/disconnect or provide the nominated services. The service will be activated according to the applicable regulations, service provider time frames, terms and conditions once agreeing to use the chosen service provider. I authorise the obtaining of a National Metering Identifier and or a Metering Installation Registration Number on my residential address to obtain supply details. It is the responsibility of the customer/homeowner to ensure that the electricity main switch is in the 'Off Position' for the required timeframe on the day of connection and that there is easy access to the meters. I acknowledge that the terms and conditions of the service provider bind me and that after hours connections may incur additional service fees from service providers. I acknowledge that Richardson & Wrench Connect may be paid a fee by the service provider and may pay a fee to the Agent in respect of the provision of the service provided to me by Richardson & Wrench Connect.

Signed: \_\_\_\_\_ Date / / \_\_\_\_\_

**8. Applicant History**

How long have you lived at your current address?      Years      Months

Name of Landlord/Agent (If applicable)

Phone No

Rent Paid per month \$

Reason for leaving

Was bond repaid in full?  Yes  No If No, please specify why:

What was your previous residential address?

Suburb      Postcode

How long have you lived at your current address?      Years      Months

Name of Landlord/Agent (If applicable)

Phone No

Rent Paid per month \$

Reason for leaving \$

Was bond repaid in full?  Yes  No If No, please specify why:**9. Employment Details**

Occupation

Employers Name

Employment Address

Suburb      Postcode

Employer Phone No

Contact Name

Length at previous employment      Years      Months

Net Income \$      Per Week      \$      Per Month

**10. Previous Employment Details**

Occupation

Employers Name

Employment Address

Suburb      Postcode

Employer Phone No

Contact Name

Length at previous employment      Years      Months

Net Income \$      Per Week      \$      Per Month

**16. How did you find out about this property? (Please Tick)**RENT LIST  INTERNET  OFFICE  FOR LEASE BOARD  OTHER \_\_\_\_\_**11. Social Security Benefits**

Type

\$      Per Week      \$      Per Month

**12. If Student, please complete the following**

Place of Study

Course being undertaken

Course Length

Enrolment Number

Parents Name      Ph

Campus Contact      Ph

Course Co-ordinator      Ph

Income

Parents Address Overseas

**13. Other information**

Car Registration

Do you have pets?  Yes  No If Yes, please specify:**14. Personal Referees**

1. Reference name

Occupation

Relationship      Phone No

Notes

1. Reference name

Occupation

Relationship      Phone No

Notes

**15. Office Use Only**

Lease Start Date      /      /

Car Space/Garage

Landlord's Name

Lease to be signed on

**Signed:**      **Date**      /      /