

Residential Application Form

For your application to be processed you must answer all questions
A photocopy of your current driver's license front & back is required

Laing+Simmons

Bondi Beach • Double Bay

Agent Details

Laing + Simmons Bondi Beach | Double Bay

www.lsbondibeach.com.au

Street Address: 41 Hall Street, Bondi Beach NSW 2026 Ph: 02 9086 9166

Fax: 02 9086 9155

Property Details

1 What is the address of the property you are applying for?

2 Lease commencement date: _____ Lease term: _____

3 Property Rental: _____ per week Bond: _____

4 How many people will occupy the property? Adults Children

Personal Details

5 Given name(s): _____ Surname: _____

6 Date of birth _____ Driver's License number: _____ State: _____

Driver's license expiry: _____ Passport number: _____ Passport country: _____

7 Car registration: _____ State of issue: _____

8 Please provide details of any pets: _____

9 Work Ph: _____ Mobile: _____ Email: _____

connectnow.

We get things sorted.

Moving home has never been easier

Phone: 1300 554 323

Fax: 1300 889 598

10 Connectnow 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 connectnow 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 554 323 to ensure your services can be addressed by the required date.

Declaration And Execution/Privacy Notice:

By signing this application and ticking the 'YES'

box below, I: consent to the collection of my personal information by Connectnow Pty Ltd (ABN 79 097 398 662) ("connectnow") for the purposes of contacting me to talk about arranging the connection and disconnection of moving and utility services and related services and to inform me about other products and services that may compliment my home/lifestyle needs; consent to the disclosure by connectnow of my personal information contained in this application to other parties, including the relevant third party service providers, connectnow's related companies and third parties who provide connectnow with services in connection with the ordinary operation and administration of connectnow's business or where otherwise required or authorised by law; understand that protecting my privacy is important to connectnow and that I can obtain further details about how connectnow manages my personal information, including how I may access and seek correction of my personal information, how I may complain about a breach of my privacy and how connectnow will deal with that complaint, by viewing connectnow's Privacy Policy at www.connectnow.com.au or contacting their Privacy Officer at info@connectnow.com.au; understand that whilst connectnow is unlikely to disclose my personal information to recipients located overseas, connectnow is not responsible for the privacy practices of any third party service providers, and accordingly, I accept that it is my responsibility to check the privacy policies of the relevant service providers if I wish to obtain further information about how they manage personal information (including whether or not they are likely to disclose such information to overseas recipients); understand that my consent to receive such marketing materials will continue until I opt-out by contacting info@connectnow.com.au; understand that the connection and disconnection of moving and utility services and related services (collectively referred to as "the nominated services") will only be initiated once a connectnow representative has discussed the details with me and obtained my consent to the terms and conditions of supply of the relevant service providers; acknowledge that, to the extent permitted by law, neither connectnow nor my real estate agent accepts liability for loss caused by delay in, or failure to, connect and disconnect or provide the nominated services; acknowledge that the nominated services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated service providers bind me and that after hours connections may incur additional service fees from utility providers; authorise the obtaining of a National Metering Identifier or a Metering Installation Registration Number for my residential address to obtain supply details; understand that 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 of the nominated utility services and that there is easy access to the meters; understand that connectnow may be paid a fee by the service provider and may pay a fee to a real estate agent in respect of the provision of the services provided to me by connectnow. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements and other undertakings set out in this application form on behalf of all applicants listed on this application form. Where I have nominated an alternative contact person on this application, I authorise connectnow to speak to them about my move and connection and disconnection needs if connectnow is unable to contact me directly.

Yes, I consent to connectnow contacting me to organise my move home services and other products and services to suit my home or lifestyle needs

11 Signature: _____ Date: _____

Applicant History

12 What is your current address? _____

How long have you lived there? _____ Rent per week? _____

Reason for leaving: _____

Name of managing agent or landlord? _____ Phone number: _____

13 What is your previous residential address? _____

How long did you live there? _____ Rent per week? _____

Reason for leaving: _____

Name of managing agent or landlord? _____ Phone number: _____

Employment History

14 What is your occupation? _____ Full time Part time Casual

Employers name: (include accountant name if self-employed or institution if student) _____

Employers address: _____

Contact name: _____ Phone number: _____

15 Previous employment details; Occupation: _____

Employer's name: _____ Length of employment: _____ Income: _____

Contacts / References (Please provide a contact in case of emergency)

16 Given name(s): _____ Surname: _____

Relationship to you: _____ Phone number: _____

Emergency Contacts Address: _____

Please provide a personal reference (not related to you)

17 Given name(s): _____ Surname: _____

Relationship to you: _____ Phone number: _____

Payment Details

18 (Property rental)	per week	<input type="text"/>	per month	<input type="text"/>
			Rental bond	<input type="text"/>
			First payment in advance	<input type="text"/>
			Sub total	<input type="text"/>
			Less: deduct Holding Fee (see below)	<input type="text"/>
Amount payable on signing tenancy agreement (bank cheque or money order only)				<input type="text"/>

Holding Fee

19 A person must not require or receive from a tenant a holding fee unless the application for tenancy is approved and the fee does not exceed 1 week's rent of the residential tenancy agreement.

Holding Fee _____ Holding period _____

- (a) If a tenant has paid a holding fee, the landlord must not enter into a residential tenancy agreement for the residential premises with any other person within 7 days of payment of the fee (or within such further period as may be agreed with the tenant) unless the tenant notifies the landlord that the tenant no longer wishes to enter into the residential tenancy agreement
- (b) A holding fee may be retained by the landlord only if the tenant enters into the residential tenancy agreement or refuses to enter into the residential tenancy agreement.
- (c) Despite subsection (4), a holding fee must not be retained by the landlord if the tenant refuses to enter into the residential tenancy agreement because of misrepresentation or failure to disclose a material fact by the landlord or landlord's agent.
- (d) If a residential tenancy agreement is entered into after a payment of a holding fee, the fee must be paid towards rent.

Signature of Applicant: _____ Date: _____

Signature of the landlords Agent: _____ Date: _____

Paying Rent

20 Rent can be paid to our office by personal or bank cheque or by EFT.

Confirmation

 I the applicant confirm the following:

- 1) During my inspection of the property I found it to be in a reasonably clean condition
- 2) If 'No' I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these requests are subject to the landlord's approval.

- 3) I acknowledge that this is an application to rent this property and that my application is subject to the landlord's approval. I am aware the landlord will receive a copy of the information contained within this application
- 4) I confirm having received a copy of the application for my retention
- 5) I consent to the information provided in this application being verified and a reference check on the National Tenancy Database (NTD) and Tenancy Reference Australia (TRA) being undertaken
- 6) I declare that I am not bankrupt
- 7) This agency does not accept bond transfers or nor do we transfer bond details
- 8) If successful I undertake to pay the rental bond, first rent payment in advance and lease preparation fee by way of bank cheque or money order to 'Laing & Simmons Bondi Beach Trust Account'
- 9) I will provide 100 points of ID using the following proof of identification

40 Points	30 Points	20 Points	10 Points
Driver's License	Birth Certificate	Medicare Card	Motor Vehicle Registration
Passport	Other photo ID	Credit Card	Bank Statement
		Current wage Advice	Telephone Account
		Previous Tenancy ref	Electricity Account

Privacy Statement

 The personal information you provide in this application or collected by us from other sources is necessary

for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of the tenancy. If your application is successful, may be disclosed for the purpose for which it was collected to other parties including the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the landlord. If you enter into a Residential Tenancy Agreement, and you fail to comply with your obligations under that agreement that fact and other relevant personal information collected during the course of your tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your property manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is not provided by you, we may not be able to process your application and manage your tenancy.

21 Applicant Signature: _____ **Date:** _____

TRA DISCLOSURE

I understand this agent is a member of Trading Reference Australia Pty. Ltd. (TRA) and may conduct a reference check with that organisation on myself and the company whose name appears on the lease. I authorise this Agent to provide any information about me or the company to TRA / Landlord for the purpose of the check and I acknowledge that such information may be kept and recorded by TRA.

I, the tenant, do acknowledge that information provided to TRA and / or the agent by these authorities given by me may be available to: a) Real Estate Agents, Landlords, Trades Persons, Emergency Contacts, Housing NSW, Compass Housing, Video Stores, Dentists to assist them in evaluating applications, for the purpose of managing the property and requirement of the tenant/s during their tenure with this agency and b) Real Estate Agents, Landlords, Dentists, Video stores, Banks, Utility companies, Commercial Agents, organizations, or any other members for verifying my identity for the reason of locating me, and for any lawful purpose. I hereby consent to such use and disclosure of that information for those reasons.

I realise that if a search is performed on the TRA database and my identification and the company whose name appears on the lease with the label "Refer to Agent" beside my name and the company name, the agency who conducted the search as a matter of procedure will call the listing agency to exchange information and establish why my name and the company's details have been entered on the register and in turn provide my contact details to the listing agency for the purpose of resolution and the removal of my name and the company details from the database. The agency that searched will then inform me of the listing / listings, the listing agency name and contact details giving me right of reply. I accept that if I and the company whose name appears on the lease are currently listed as a defaulter with TRA, this Agency / Landlord has the authority to reject my application.

I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused. I acknowledge that if I default on my tenancy / rental obligations in future, which means in breach of my contract / lease agreement for residential or commercial property and / or in accordance with the current legislation, I and the company whose name appears on the lease may be listed with TRA, until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent / Landlord or in accord with the new regulations. The same applies to me if I am a Commercial Tenant and or Holiday Tenant and in breach of my contract whatever the stipulations are within that contract with the said agency. I hereby authorise this agent to provide information about me to TRA and my default to TRA in connection with that listing.

I will not hold TRA accountable for the inaccurate keying in of information by TRA members therefore delivering an incorrect search as I understand mistakes can be made within this process due to human error. It is also understood that technical failure can cause errors and I do not hold TRA or the Agent responsible for same. I understand that if the said eventuates I may question the source and understand this will be thoroughly investigated and corrected immediately.

Furthermore I authorise the agent to contact my employers past and present to confirm my employment history and my current / previous Landlord / Agency to verify details of my tenancy. I also authorise the agent to contact my personal referees to establish my identification, location and reputation and concede that those referees have given permission for me to use them. I also recognize that my photo id may be scanned onto TRA for absolute identification.

TRA adheres strictly to requirements of the Privacy Laws. TRA does not use the information supplied by the tenant for TRA's own advertising or marketing purposes. It should be noted that the personal information you provide on your tApp application will be available to and retained by the Real Estate Agent to whom you submit that information and the real estate agent will use this Information for purposes related to the conduct of their own business which may include use by the real estate agent and/or further disclosure by the real estate agent for marketing purposes Should this Agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step which the former agent could have taken. (If more than one applicant, "I" means "We" in this form).

DISCLOSURE

AGENCY REQUIREMENTS:

I declare I have inspected the property and am willing to accept it in its current state.
I hereby offer to rent the property from the owner under lease to be prepared by the Agent. Should this application be accepted by the Landlord I agree to enter into a Residential Tenancy Agreement pursuant to the Residential Tenancies Act 2010.
I acknowledge that this application is subject to the approval of the Landlord/Owner. I declare that all information contained in this application (including the front page) is true and correct and given of my own free will.

I am aware that the availability of telephone lines, internet services, digital or cable television and the adequacy of such services are the sole responsibility of the tenant(s) and the tenants should make their own enquiries as to the availability and adequacy of such services. The landlord or agent do not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will otherwise meet the requirements of the tenant(s) and the tenant(s) must rely upon their own enquiry.

Residential Tenancies Act 2010 No 42

Current version for 3 January 2014 to date (accessed 27 February 2014 at 17:30)
Part 3 Division 1 Section 24

24 Holding fees

- (1) A person must not require or receive from a tenant a holding fee unless:
 - (a) the tenant’s application for tenancy of the residential premises has been approved by the landlord, and
 - (b) the fee does not exceed 1 week’s rent of the residential premises (based on the rent under the proposed residential tenancy agreement).
- Note. A tenant is defined in this Act as including a prospective tenant.
- (2) A person who receives a holding fee must give the tenant a written receipt setting out the following:
 - (a) the amount paid and the date on which it was paid,
 - (b) the address of the residential premises,
 - (c) the names of the landlord and the tenant.
- (3) If a tenant has paid a holding fee, the landlord must not enter into a residential tenancy agreement for the residential premises with any other person within 7 days of payment of the fee (or within such further period as may be agreed with the tenant) unless the tenant notifies the landlord that the tenant no longer wishes to enter into the residential tenancy agreement.
- (4) A holding fee may be retained by the landlord only if the tenant enters into the residential tenancy agreement or refuses to enter into the residential tenancy agreement.
- (5) Despite subsection (4), a holding fee must not be retained by the landlord if the tenant refuses to enter into the residential tenancy agreement because of a misrepresentation or failure to disclose a material fact by the landlord or landlord’s agent.
- (6) If a residential tenancy agreement is entered into after payment of a holding fee, the fee must be paid towards rent.

“I state that I have read the two pages of the TRA Disclosure, agree and understand the terms including the Agency Requirements section”



Print Name of Tenant

Signature of Tenant.....Date.....

Trading Reference Australia may be contacted during business hours 9-5 Monday to Friday regarding any records kept concerning you. To validate and correct inaccurate information we require a signed Personal Disclosure form and photo id. An urgent confirmation of your records can be done immediately by credit card payment using the secure section on our web page. Copyright Trading Reference Australia ©