

# Application for Tenancy

(to be completed by all adult applicants and unaccompanied minors)

## Item

### Item Schedule

#### 1. PREMISES DETAILS

Address: \_\_\_\_\_ Lease commencement date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Lease term: \_\_\_\_\_ weeks / fortnights / months / years Rent: \_\_\_\_\_ per week / fortnight / month

Rent in advance: \_\_\_\_\_ being \_\_\_\_\_ weeks rent

Bond: \_\_\_\_\_

Preparation Fee: \_\_\_\_\_ (Tenants half share)

Sub Total: \_\_\_\_\_

Less Reservation Fee: \_\_\_\_\_ (not more than 1 weeks rent)

Total amount payable on signing of tenancy agreement: \_\_\_\_\_

#### 2. APPLICANT'S DETAILS

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (W): \_\_\_\_\_ Mobile: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Driver's License/18+ card No.: \_\_\_\_\_ Passport No.: \_\_\_\_\_

Driver's License/18+ card State: \_\_\_\_\_ Passport Country: \_\_\_\_\_

Health Care Card No.: \_\_\_\_\_ Pension Card No.: \_\_\_\_\_

Health Care Card Expiry: \_\_\_\_\_ Pension Card Expiry: \_\_\_\_\_

#### 3. APPLICANT'S HISTORY

##### 3.1 Current Address:

Period of Occupancy: \_\_\_\_\_ Situation: Renting / Owned / Other Other Situation: \_\_\_\_\_

Landlord/Agent Details (if applicable) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Rent: \_\_\_\_\_ Payment Period: Weekly / Fortnightly / Monthly Reason for leaving: \_\_\_\_\_

##### 3.2 Previous Address (if applicable):

Period of Occupancy: \_\_\_\_\_ Situation: Renting / Owned / Other Other Situation: \_\_\_\_\_

Landlord/Agent Details (if applicable) Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Rent: \_\_\_\_\_ Payment Period: Weekly / Fortnightly / Monthly Reason for leaving: \_\_\_\_\_

##### 3.3 Have you ever been evicted from a premises?

Yes  No

##### 3.4 Are you currently in debt to any landlord or agent?

Yes  No

#### 4. APPLICANT'S EMPLOYMENT

(NOTE: If either occupation is self employment please provide a statement of income from your accountant or tax returns)

##### 4.1 Current Occupation:

Employment Type: \_\_\_\_\_ Duration: \_\_\_\_\_ Weekly Income: \_\_\_\_\_

Employer/Business Name & ACN/Centlink Details: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

##### 4.2 Previous Occupation:

Employment Type: \_\_\_\_\_ Duration: \_\_\_\_\_ Weekly Income: \_\_\_\_\_

Employer/Business Name & ACN/Centlink Details: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

##### 4.3 Student at:

Course name: \_\_\_\_\_ Duration: \_\_\_\_\_

#### 5. LANDLORD / AGENT

Name: **St Antonys Group Pty Ltd T/As PRDnationwide Leichhardt** ABN: \_\_\_\_\_

Address: **405 Parramatta Road** Phone: **( 02 ) 9564 3177**

**Leichhardt NSW 2040** Fax: **( 02 ) 9564 3199**

Email: **enquiries@prdleichhardt.com** Mobile: \_\_\_\_\_

**6. UTILITY CONNECTION**

Please specify requirements (if any) regarding connection/disconnection of utilities:

-----

**7. OCCUPANTS**

Number of Adults: ----- Number of Dependants: -----

Full names of adults and unaccompanied minors to reside on the Premises:

1. ----- 3. -----  
2. ----- 4. -----

**8. REFEREES (All Referees should not be related to you)**

Business Referee 1: ----- Phone: ----- Relationship: -----  
Business Referee 2: ----- Phone: ----- Relationship: -----  
Personal Referee 1: ----- Phone: ----- Relationship: -----  
Personal Referee 2: ----- Phone: ----- Relationship: -----

**9. EMERGENCY CONTACT**

Note: This information is required in case we need to contact you as a matter of urgency arising from your tenancy and your normal contact details are not responding.

Next of Kin: ----- Phone (H): -----  
Address: ----- Phone (W): -----  
Mobile: -----  
Other: ----- Phone (H): -----  
Address: ----- Phone (W): -----  
Mobile: -----

**10. PETS**

Type/Breed: ----- Number: -----

**11. USE OF PREMISES**

Will the Premises be used for business purposes:  Yes  No

**12. RESERVATION**

(complete if you wish to reserve the Premises)

To reserve the premises for a period of time:

Fee: ----- Reserved for: ----- days.

The Landlord/Agent agrees:

- not to let the premises during the reservation period, and not to enter into another reservation period for the same premises prior to termination/expiration of the reservation period,
- to credit the reservation fee against the rent if applicant enters into a tenancy agreement,
- should repairs or other works be agreed in writing to be carried out during the reservation period not be completed in that time, the reservation fee will be refunded, and
- if the Applicant withdraws, the Landlord may retain rent for the days the premises was reserved.

Applicant's Signature: -----

Agent's Signature: -----

Date: / /

Date: / /

**13. ADDITIONAL CONDITIONS**

-----

**14. SIGNATURES**

Applicant's Signature: -----

Agent's Signature: -----

Date: / /

Date: / /