

TENANCY APPLICATION FORM



Property Address(s):

IMPORTANT NOTICE:

- * ALL APPLICANTS 16 YEARS AND OVER RESIDING AT THE PROPERTY **MUST** HAVE **100 POINTS** OF IDENTIFICATION **PHOTOCOPIED** AND HANDED IN WITH APPLICATION.
- * APPLICATIONS WILL **NOT** BE PROCESSED UNTIL WE HOLD **ALL** APPLICANTS FULL 100 POINTS OF IDENTIFICATION
- * APPLICANTS WILL BE NOTIFIED IF THEY WERE SUCCESSFUL OR NOT, **ONCE** A DECISION HAS BEEN MADE. THIS PROCESS GENERALLY TAKES UP TO **5-7 WORKING DAYS.**
- * PLEASE NOTE THAT SHOULD YOUR APPLICATION BE UNSUCCESSFUL THERE IS NO REQUIREMENT BY LAW FOR OUR OFFICE TO DISCLOSE ANY REASON FOR THE REJECTION.

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Jurds

REAL ESTATE AGENTS | AUCTIONEERS | RURAL SPECIALISTS | STOCK & STATION AGENTS | PROPERTY MANAGERS

People you can depend on

IMPORTANT NOTICE: In order to process this application, all questions on these pages must be fully answered. The completion of this application is not an acceptance. Failure to fully complete the application may result in the application not being processed.

A. PROPERTY DETAILS

1. I / We declare we inspected the properties listed on the front page of this form on
2. Commencement 3. Lease term Months
4. I/We agree that the rent is \$ Per week
5. I/We agree that the bond is \$ Four weeks rent
6. How many tenants will occupy the property? Adults Children Ages of children

B. PERSONAL INFORMATION - APPLICANT 1

Surname Given Names Date of birth

Driver's License Driver's licence expiry date Driver's Licence state

Passport Number Passport Country of issue Are you a smoker? Yes No

1. CONTACT INFORMATION

Phone Mobile Work Fax

Email address Current Address

Period of Occupancy Years Months

Landlord / Agent Name Contact Number Weekly Rent Paid \$

Reason for Leaving

Previous Residential Address Period of Occupancy Years Months

Landlord / Agent Name Contact Number Weekly Rent Paid \$

Reason for Leaving

2. EMPLOYMENT HISTORY

Occupation Employer

Phone number Contact Name Net Income (per week) Full/ Part Time / Casual

\$

Length of Employment

Years Months

Employer's address

3. PREVIOUS EMPLOYMENT HISTORY

Occupation

Employer

Phone number

Contact Name

Net Income (per week)

\$

Full/ Part Time / Casual

Length of Employment

Years Months

Employer's address

C. PERSONAL INFORMATION - APPLICANT 2

Surname

Given Names

Date of birth

Driver's License

Driver's licence expiry date

Driver's Licence state

Passport Number

Passport Country of issue

Are you a smoker?

Yes No

1. CONTACT INFORMATION

Phone

Mobile

Work

Fax

Email address

Current Address

Period of Occupancy

Years

Months

Landlord / Agent Name

Contact Number

Weekly Rent Paid

\$

Reason for Leaving

Previous Residential Address

Period of Occupancy

Years

Months

Landlord / Agent Name

Contact Number

Weekly Rent Paid

\$

Reason for Leaving

2. EMPLOYMENT HISTORY

Occupation

Employer

Phone number

Contact Name

Net Income (per week)

\$

Full/ Part Time / Casual

Length of Employment

Years Months

Employer's address

3. PREVIOUS EMPLOYMENT HISTORY

Occupation

Employer

Phone number

Contact Name

Net Income (per week)

\$

Full/ Part Time / Casual

Length of Employment

Years Months

Employer's address

D. ADDITIONAL INCOME / BENEFITS (EG. CENTERLINK)

Net Income (per week)

\$

Payment Type (Eg. Carers Benefit)

Applicant 1

Applicant 2

Net Income (per week)

\$

Payment Type (Eg. Carers Benefit)

Applicant 1

Applicant 2

E. REFERENCES

Name

Phone Number

Relationship

Applicant 1

Applicant 2

Name

Phone Number

Relationship

Applicant 1

Applicant 2

Name

Phone Number

Relationship

Applicant 1

Applicant 2

F. WHERE DID YOU FIND THIS RENTAL PROPERTY ADVERTISED? (PLEASE TICK)

Jurd.com.au

Rent.com.au

Sign on Property

Realestate.com.au

Jurds Real Estate Rental List

Other (please specify)

Domain.com.au

Jurds Real Estate Interactive Touch Screen

G. IDENTIFICATION

NOTICE: ALL PERSONS OVER 16 YEARS OF AGE THAT WILL BE LIVING AT THE PROPERTY MUST HAVE 100 POINTS OF ID, **PHOTOCOPIED AND HANDED IN WITH THIS APPLICATION. PLEASE NOTE THAT FAILURE TO PROVIDE COPIES OF 100 POINTS FOR EACH PERSON WILL RESULT IN THE APPLICATION NOT BEING PROCESSED.**

30 POINTS

- Drivers Licence
- Passport
- Proof of Age Card
- Photo ID with full name

PLEASE NOTE; All applicants over the age of 16 MUST provide copies at lease one of the ID listed above.

20 POINTS

- Tenant History Ledger
- Previous Tenancy Agreement
- Previous Four Rent Receipts
- Rental Bond Receipt

15 POINTS

- Pay Advice
- Motor Vehicle Registration
- Utility Bill eg. Phone Bill
- Bank or Credit Card
- Council or Water Rates

10 POINTS

- Medicare Care
- Birth Certificate

H. PET APPLICATION & AGREEMENT

NB: This form is to be used only where the Lessor has indicated that pets may be accepted.

Description	Pet 1	Pet 2
Type / Breed		
Size (Please circle)	Small / Medium / Large	Small / Medium / Large

Terms & Conditions

The tenant/s acknowledge and agree to the follow terms:

1. No pet/s other than the approved pet/s may reside on the premises;
2. The Tenant accepts full responsibility and indemnifies the Lessor/Agent for any claims by or injuries to third parties or their Property caused by, or as a result of actions by their pet/s, and regardless of the approval status;
3. The tenant has inspected the property and is satisfied that the fencing is adequate for the confining of the pet.
4. The tenant agrees to have the premises and the grounds professionally sprayed for fleas at the end of the tenancy or at any time during the tenancy as required or requested by the Lessor/Agent.
5. Pets are to be outside at all time unless otherwise specified otherwise in the tenancy agreement / pet agreement;
6. The tenant agrees that no additional animal/s will be kept on the premises, either short term or temporarily.
7. The tenant agrees that in the event of a complaint being received regarding the pet/s from the local authority, neighbours or any other body, if the complaint is shown to be justified and correct the tenant will be required to address and resolve the cause of complaint immediately;
8. If the pet is a dog, the Tenant agrees to restrain or remove the dog from the premises for the duration of inspections arranged by the Agent with the required notice given;
9. The tenant agrees to clean up after their pet and to dispose of their pets waste quickly and properly;
10. The tenants agree that if they keep fish they accept responsibility for any damage caused by leakage or spillage of water.
11. The tenant understands, agrees and warrants that dogs of a prohibited breeder declared dangerous must not be kept or brought onto the premises or common property.
12. The undersigned agree and acknowledge that on approval by the owners, as noted below, the terms of this application become an express term of the tenancy and as such become effective and binding on the undersigned.

Applicant 1 (Full Name)

Applicant 1 Signature

Applicant 2 (Full Name)

Applicant 2 Signature

I. PRIVACY ACT; NOTICE OF COLLECTION OF PERSONAL INFORMATION

Jurd's Real Estate Pty Ltd are bound by the National Privacy Principles of the Privacy Act, 1988, when collecting personal information required to process your tenancy application.

We will only use and disclose personal information (whether verbal or written) to verify the Applicants identity, and to process and evaluate this tenancy application. As part of this verification process, the Applicant/s acknowledge and consent that the Agent, without limitation, may:

* Disclose to, and obtain from those people named in the application or any other parties information about the Applicant/s, in order to check the accuracy of information provided in the tenancy application, and in order to determine whether the Applicant/s are an appropriate tenant for the property; and

* Disclose to, and obtain from TICA Default Tenancy Control Pty Ltd or any other third party tenancy reference databases, information about the Applicant/s for the purpose of searching those databases for details about the Applicant/s. The Applicant/s understand that the TICA Default Tenancy Control Pty Ltd is a database company that allows its members access to information accumulated from members about tenants who have breached their tenancy agreements. The Applicant/s agree and understand that a listing with TICA Default Control Pty Ltd or any other rental tenancy databases could have an adverse effect on the Applicant/s ability to obtain future rental accommodation. The TICA Default Tenancy Control Pty Ltd can be contacted on 190 222 0346. Calls to TICA are charged at \$5.45 per minute inclusive of GST.

* If the application is successful, personal information collected about the Applicant/s in the tenancy application, in the tenancy agreement and during the course of the tenancy, may be used by the Agent, and disclosed to third parties(including but not limited to, the landlord, other Agents, potential buyers of tenanted properties, trades people maintaining and repairing tenanted properties, insurance companies, government departments, and other organizations as required by law.

* If the Applicant/s enter into a tenancy agreement, but fail to comply with their obligations under the agreement, that fact and other relevant personal information collected about the applicant may be disclosed but not limited to the landlord, TICA Default Tenancy Control Pty Ltd or any other third party operators of tenancy reference databases, other Agents and/or landlords, insurance companies, debt collection agencies, and any other organizations as required by law. The Applicant/s understand that the removal of such information from a tenancy reference database company is subject to the conditions of the database company.

* The Applicant/s have the right to access their personal information. The Agent may refuse access to such information in the limited circumstances provided for in the Privacy Act. The Agent may also charge the Applicant/s reasonable fee to provide the requested information.

* In the event that an Applicant/s fails to provide the Agent with the information and acknowledgements required in this tenancy application, the Agent may elect not to proceed with the application. A complete copy of the Privacy Policy of Jurd's Real Estate is available on request.

AGREEMENT

* I/We agree and understand that in the event of this application being rejected there is no requirement at law for the Agent to disclose to me/us any reason for such rejection.

* I/We agree the photocopy of the information supplied by me/us is for the purposes of this application, and is for the Agents records.

* I/We agree and understand that in the event of this application being approved all initial monies will be paid to the Agent by bank cheque.

* I/We agree that no keys for the property will be provided by the Agent to me/us until such time as the residential tenancy is signed & all monies owed are paid in full.

Applicant 1 (Full Name)

Applicant 1 Signature

Applicant 2 (Full Name)

Applicant 2 Signature

INSERT ID HERE

J. ADDITIONAL QUESTIONS

1. Have you ever had a tenancy agreement terminated by a landlord or agent? Yes No

If yes, give details:

2. Have you ever been refused a property by any landlord or agent? Yes No

If yes, give details:

3. Are you in debt to any other landlord or agent? Yes No

If yes, give details:

4. Have any deductions ever made from your rental bond? Yes No

If yes, give details:

K. EMERGENCY CONTACT

APPLICANT 1

Emergency Contact Name	Phone	Current Address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Nearest Relative Name	Phone	Current Address
<input type="text"/>	<input type="text"/>	<input type="text"/>

NB: Nearest Relative cannot be living with you

APPLICANT 2

Emergency Contact Name	Phone	Current Address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Nearest Relative Name	Phone	Current Address
<input type="text"/>	<input type="text"/>	<input type="text"/>

L. ADDITIONAL INFORMATION

If there is anything further that you would like noted, please record here.

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