

# Tenancy Application Form

Please be advised, this application will only be processed once ALL details have been completed and all copies of all supporting documents attached.

Each applicant must submit an individual form.

DATE LODGED:
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A. Property Details	
Address of property	
Weekly rental price \$	
Number of Occupants	
Adults	
Children (ages)	
Pets (breed & age)	

B. Personal Details	
Surname	
Given Names	
Mobile	
Work phone	
Email	
Date of Birth	
Drivers Licence #	
Vehicle rego #	
Passport number	
Has your tenancy ever been terminated?	YES NO
Have you ever been refused a tenancy?	YES NO
Are you in debt with an agency or landlord?	YES NO
Will you at any time erect an above ground pool or spa?	YES NO

C. Preferred move in date (please complete)

D. Applicant History	
<b>Current address</b>	
Time at this address	
Landlord/Agent	
Contact number	
Weekly rent paid	
Why are you leaving this address?	
<b>Previous address</b>	
Time at this address	
Landlord/Agent	
Contact number	
Weekly rent paid	
Was your bond refunded in full?	YES NO
If not, why?	



**First National Byron**

The value of trust

**Agency Details**  
**35 Fletcher Street, [PO BOX 610]Byron Bay NSW 2481**

P: 02 6685 8466

W: byronbayfn.com.au

F: 02 6685 8443

E: [rental@byronbayfn.com](mailto:rental@byronbayfn.com)

E. Employment History	
<b>Current occupation</b>	
Basis of Employment	FULL TIME PART TIME CASUAL
Employer	
Address	
Contact of employer (if self employed accountant contact)	Name Phone
Length of employment	
Monthly <b>net</b> income	
<b>Previous occupation</b>	
Previous Employer	
Address	
Contact of employer (if self employed accountant contact)	Name Phone
Length of employment	
Monthly <b>net</b> income	
Reason employment ceased	

F. Contact/References	
EMERGENCY contact	Name Contact Relationship Email
2 Additional referee's <b>(not related to you)</b>	Name
	Contact
	Relationship
	Name
	Contact
	Relationship

G. 100 Points of Identification			
We require 100 points of ID.			
Essential ID:		Sighted	
Drivers Licence	40 points		
Passport	40 points		
Current rent ledger (if renting)	20 points		
	Points/sighted		Points/sighted
Birth Certificate	30	Bank Statement	10
Other Photo ID	30	Utility Account	10
Proof of income	20	Pension card	20
Landlord reference	20	Medicare/health card	10
Vehicle Registration	10	Rates Notice	20
Sighted by		Date	

## H. Utility Connection

This is a free service that connects all your utilities. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this Approved Application to confirm the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.

### Please Tick Utilities As Required

Electricity  Phone  Internet   
Gas  Pay TV  Insurance  Removals



**DECLARATION AND EXECUTION:** By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services. By signing this application form, I warrant that I am authorised to make this application and to provide the consents, acknowledgements, authorisations and other undertakings set out in this application form on behalf of all applicants listed in this application form.

## I. Declaration

The availability of telephone lines, internet services, analogue, digital or cable television (and the adequacy of such services), are the sole responsibility of the tenants and tenants should make their own enquiries as to the availability and adequacy of such services before accepting the tenancy of the property.

The landlord does not warrant that any telephone plugs, antenna sockets or other such service points located in the property are serviceable, or will other-wise meet the requirements of the tenant, and tenants must rely upon their own enquiries.

There is nothing in the Residential Tenancy Act 1987 which requires a landlord to supply a television antenna or to guarantee reception.

Animals are not permitted on the property without the consent of the owner. If animals are on the property without permission you will be given a breach notice with 7 days to rectify. Failure to remove the animal could result in Termination Notice.

I hereby offer to rent the property from the owner under a lease to be prepared by the agent. I acknowledge that I will be required to pay the amounts as specified in this application. I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (including the reverse sides) is true and correct and given of my own free will. I declare that I have inspected that premises and am not bankrupt

I authorize the Agent to obtain personal information from: 1. The owner or agent of my current or previous residence. 2. My personal referees and employers. 3. Any record, listing or database of defaults by tenants. 4. TICA default tenancy database. If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in future.

I am aware that the agent will use and disclose my personal information in order to:

1. Communicate with the owner and select a tenant. 2. Prepare lease/tenancy documents. 3. Allow Tradespeople or equivalent organisations to contact me. 4. Lodge/claim/transfer to/from the Residential Tenancies Bond Authority. 5. Refer to tribunals/courts & statutory Authorities (where applicable). 6. Refer to collection agents/lawyers (where applicable). I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the Agent may not be able to provide me with the lease/tenancy of the premises.

## REFERENCE REQUEST - First National Byron

35 Fletcher Street, [PO BOX 610] Byron Bay NSW 2481

P: 02 6685 8466 W: byronbayfn.com.au

F: 02 6685 8443 E: rental@byronbayfn.com

To (company)

Tenants Name

Property Rented

1. Can you confirm the above tenant were/are lease holders?	YES	NO
2. If applicable, when is the rent currently paid to?		
3. Date tenancy agreement commenced		
4. Did your office terminate the tenancy?	YES	NO
5. Please confirm the weekly rent paid		
6. Was the rent paid on time?	YES	NO
<i>If not - what was the maximum period of arrears?</i>		
7. Please attach a copy of the rental ledger	YES	NO
8. During the tenancy was a termination notice ever issued?	YES	NO
9. Did you carry out periodic inspections?	YES	NO
10. Did the tenants take good care of the property?	YES	NO
11. Did you receive any complaints during the tenancy?	YES	NO
12. Did the tenants keep any pets at the property?	YES	NO
13. Did the tenants receive a full bond refund?	YES	NO
14. Out of 10 (1 being the worst, 10 being best) how was the property left?		
15. Would you rent a property to the tenants again?	YES	NO

Additional comments:

Signed by:

Date:

**The applicant has read and agrees to the conditions above in 'H. Utility Connection' & 'I. Declaration'.**

**Applicants Signature:**

Date: