



1. Agent Details

Miranda Office

39 Kiora Road
Miranda NSW 2228
P 02 9524 8477
F 02 9524 8541
Email rentals@lsmiranda.com.au

Helensburgh Office

10/123 Parkes Street
Helensburgh NSW 2508
P 02 4294 4443
F 02 4294 4775
Web www.lsmiranda.com.au

2. Property Details

Address _____

Suburb _____ Post Code _____

Lease Term _____ Years _____ Months _____

Date Property is to be occupied _____ / _____ / _____

Total Number of Applicants to Occupy the Property: _____

Adults _____ Children _____ Ages _____

3. Personal Details

First Name _____

Surname _____

Date of Birth _____ / _____ / _____

Driver's Licence No. _____ State of Issue _____

Alternate ID (e.g. Passport) _____ No _____

Pension Type (if applicable) _____ No _____

Contact Details _____ Work Phone _____

Home Phone _____ Mobile No _____

Email _____

4. Current Housing Details

Current Address _____

Suburb _____ Post Code _____

How long have you lived at your current address? _____

Name of Landlord/Managing Agent (if applicable) _____

Telephone No _____

Rent Paid per Week \$ _____

Reason for Leaving _____

Do you own an investment property? Yes No

5. Previous Housing Details

Address _____

Suburb _____ Post Code _____

Length of Tenancy _____

Name of Landlord/Managing Agent (if applicable) _____

Telephone No _____

Reason for Leaving _____

Was bond fully refunded? Yes No

If No, please specify why? _____

6. Utility Connections & Home Moving Service

connectnow.

To save you time when you're moving house, ConnectNow can help you arrange your utility connections – It's a **free** service and there's **NO** obligation, so just tick the Yes box if you want ConnectNow to call you and explain how the service works. Then, IF you would like help arranging your connections, we will confirm the details with you at that time. **This service is a free offer, you are not obligated to use connectnow.**

PHONE ELECTRICITY GAS INTERNET/PAY TV

Yes Please! Contact me OR No Thanks...

Phone: 1300 554 323 Email: info@connectnow.com.au

Fax: 1300 889 598 Web: www.connectnow.com.au

Property Manager ID Number: 9924

NOTICE TO PROSPECTIVE TENANTS

The availability of telephone lines; internet services; analogue, digital or cable television (and the adequacy of such services); are the sole responsibility of the tenant(s) 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 otherwise meet the requirements of the tenant, and tenants must rely upon their own enquiries.

A ConnectNow representative will make all reasonable efforts to contact you within one working day of receiving an application. If ConnectNow was unable to contact you within this period please contact ConnectNow on 1300 554 323 to ensure connection is completed. Note: Connection of your utilities will only be initiated once a representative has discussed your connection with you and obtained your consent to the terms and conditions of supply of the relevant utility service provider(s).

PRIVACY POLICY: The privacy of our customers is of vital importance to ConnectNow. You have the right to access our records of your information under the Privacy Act. We will not release your personal information to any third party other than for the purposes of connecting the nominated utility service, unless required to do so under law or government order

7. Applicants' Declaration

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 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 personal information from:

- a) The owner or the Agent of my current or previous residence;
- b) My Personal referees and employer/s;
- c) Any record, listing or database of defaults by tenants;

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy database, and to agents/landlords of properties I may apply for in the future.

Laing + Simmons Miranda/Helensburgh are committed to respecting the privacy of the personal information it collects to carry on its business; and to complying with the National Privacy Principles set out in the Privacy Act 1988 (Cth) (The Privacy Act). This Policy sets out Laing + Simmons Miranda/Helensburgh's commitment to compliance and details how that commitment is to be carried out. Laing + Simmons Miranda/Helensburgh collects personal information from its clients for the purpose of carrying out its functions and activities as Estate Agents and Property Managers. Any information we collect about you will be made available to you at your request. The information collected on this Tenancy Application Form is required to assess your suitability to lease the premises. To do this, it is necessary to disclose your personal information to others. We are unable to do so without your knowledge and consent. The people and organisations we may disclose your personal information to include the proposed landlord and their legal representatives and mortgagee, your current and previous landlord, your bank, your current and previous employer, your referees, your emergency contact, maintenance and tradespeople, rental bond authorities, residential tenancy tribunals, collection agents, other Estate Agents, utilities (gas, electricity, water, phone).

If section 6 is completed I consent to ConnectNow Pty Ltd. A.B.N. 79 097 398 662 arranging for the connection and disconnection of the nominated home services and to providing information contained in this application to the service providers for this purpose. I agree that neither ConnectNow 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 and terms and conditions once the client has agreed to use the chosen service provider. I authorise the obtaining of a National Metering Identifier (N.M.I.) on my residential address to obtain supply details. 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 ConnectNow Pty Ltd will be paid a fee by the service provider and will be paying a fee to the Agent in respect of the provision of the service being provided to me by ConnectNow Pty Ltd.

App Signed: _____ Date / /

X _____

N.B Both Sides of This Application Must Be Completed

8. Employment Details

Occupation _____

Employer's Name _____

Accountant (if self employed) _____

Address _____

Suburb _____ Post Code _____

Contact Name _____

Telephone _____

Length of Employment Years _____ Months _____

Net Income per Week \$ _____ or per Month \$ _____

9. Previous Employment Details

Occupation _____

Employer's Name _____

Address _____

Suburb _____ Post Code _____

Contact Name _____

Telephone _____

Length of Employment Years _____ Months _____

Net Income per Week \$ _____ or per Month \$ _____

10. Social Security Benefits

Type of Benefit _____

\$ _____ Per Week or \$ _____ Per Month

11. If a Student, please complete the following

Place of Study _____

Course being undertaken _____

Course Length _____

Enrolment Number _____

Parent's Name _____

Telephone _____ Mobile _____

Campus Contact _____ Telephone _____

Income _____

12. Other Information

Car Registration _____ State of Issue _____

Do you have pets? Yes No

If Yes, please specify breed/type* - _____
*Please also complete & submit a Laing + Simmons Pet Application Form

Are You A Smoker? Yes No

Date property viewed: ____ / ____ / ____ With agent: _____

13. Personal Referees

Reference No. 1

Name _____

Occupation _____

Relationship _____ Telephone _____

Notes _____

Reference No. 2

Name _____

Occupation _____

Relationship _____ Telephone _____

Notes _____

14. Emergency Contact

Please provide an emergency contact not residing with you

First Name _____ Surname _____

Relationship _____ Telephone _____

Address _____

Suburb _____ Post Code _____

15. Payment Details

Property Rental is \$	Per Week or \$	Per Month
First Payment of rent in advance (2 Weeks)	\$	
Rental Bond (4 Weeks required)	\$	
Sub Total	\$	

16. How did you find out about this property? (please ✓)

Rental List	<input type="checkbox"/>	Office Signage	<input type="checkbox"/>
Internet	<input type="checkbox"/>	For Lease Board	<input type="checkbox"/>
Other	<input type="checkbox"/> Please specify: _____		

APPLICANTS PLEASE NOTE:

This application will not be processed until satisfactory supporting documents have been received and the supporting documents have been photocopied and attached to this application by the applicant.

Current Drivers Licence	<input type="checkbox"/>
Current Passport with Valid Visa (if applicable)	<input type="checkbox"/>
Last 4 consecutive rental receipts or rental ledger to date	<input type="checkbox"/>
Reference letter from current or previous employer	<input type="checkbox"/>
Minimum of 2 most recent payslips	<input type="checkbox"/>
Current motor vehicle registration	<input type="checkbox"/>
Copy of Birth Certificate	<input type="checkbox"/>
Utility bill	<input type="checkbox"/>
Current bank statement	<input type="checkbox"/>
Photo/Proof Of Age card (RTA issued)	<input type="checkbox"/>
Social Security Benefits statement (if applicable)	<input type="checkbox"/>

***Please tick documents you are providing**