

PLEASE READ BEFORE SUBMITTING APPLICATION

We will be processing your application using the TICA Database

Please note: Applications will not be accepted, if the following documents are not submitted & the 100 points of I.D required are not met.

30 Points	15 Points	10 Points
Drivers licence	Current wage advice x3	Previous 4 rent receipts
OR	Bank Statement (previous 3 months)	Current telephone account (bill)
Passport	Previous tenancy ledger	Current electricity account (bill)
		Credit card
		Council rates/ Sydney water bills
		Medicare card

The above mentioned documents must add up to equal a total of 100 points

- Please ensure each page of the application is signed & dated where required
- Documents submitted to our office will not be kept in our office for longer than 7 days if you are declined.
- All documents will be disposed off safely, unless otherwise instructed by you.

IF YOUR APPLICATION IS APPROVED...

- You must pay a non-refundable holding deposit of 1 weeks rent within 24 hours of approval.
- All monies are to be paid in full, in a form of Direct Deposit, Cheque, Bank Cheque or AMO when signing a lease
- **BOND** = 4 weeks rent
- **2 weeks** advanced rent payment

Our office reserves the right to add to or change the above requests at any time and without notice.

Residential Application Form

For your application to be processed you must answer all questions (including the reverse side)

A Photocopy of your current drivers license (front & back) is required



A. AGENT DETAILS
Laing+Simmons Pennant Hills
 100 Yarrara Road, Pennant Hills NSW 2120
Phone: (02) 9875 1777
Fax: (02) 9875 1877
Email: Info@Lsph.com.au
Website: www.Lsph.com.au

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

 Postcode

2. Lease commencement date?
 Day Month Year

3. Lease term?
 Years Months

Property rental \$ per week/
 per month Bond \$

4. How many people will normally occupy the property?
 Adults Children

C. PERSONAL DETAILS

5. Please give us your details
 Mr Ms Miss Mrs Other
 Surname Given name/s
 Date of Birth Driver's license number
 Driver's license expiry date Driver's license state
 Passport no. Passport country
 Pension no. (if applicable) Pension type (if applicable)

6. Please provide your contact details
 Home phone no. Mobile phone no.
 Work phone no. Fax no.
 Email address

7. What is your current address?

 Postcode

D. UTILITY CONNECTIONS

- ★ FREE service
- ★ One Stop shop
- ★ No obligation
- ★ Quality suppliers

FAX: 1300 790 433

Let Laing+Simmons Move Connect reduce your stress and save you time by arranging to connect your requested services on your moving day.

Yes! I would like Laing+Simmons Move Connect to contact me to arrange my connections.

Terms & Conditions – By ticking this box, you are consenting to Laing+Simmons Move Connect contacting you to arrange your services. Laing+Simmons Move Connect may need to disclose personal information about you to utility companies to arrange your services. Laing+Simmons Move Connect and your Agent do not accept responsibility for any delay or failure to connect/disconnect your services. Laing+Simmons Move Connect and your Agent may receive a benefit for arranging your services. We will provide your new telephone number to your Agent unless otherwise advised. Standard connection fees and bonds apply. I consent to the disclosure of this page of the application form to L S Move Connect ABN 84 101 648 257 for the purpose of enabling L S Move Connect to offer the connection and disconnection services to me.

E. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.

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 employers;
 (c) any record, listing or database of defaults by tenants;
 If I default under a rental agreement, 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 the future.

I am aware that the Agent will use and disclose my personal information in order to
 (a) communicate with the owner and select a tenant
 (b) prepare lease/tenancy documents
 (c) allow organizations/tradespeople to contact me
 (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
 (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
 (f) refer to collection agents/lawyers (where applicable)
 (g) complete a credit check with NTD (National Tenancies Database)
 (h) transfer water account details into my name

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 cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

If Section D is completed, I consent to the disclosure of this page of the application form to L S Move Connect ABN 84 101 648 257 for the purpose of enabling L S Move Connect to offer the connection and disconnection services to me. Where L S Move Connect is requested to arrange for the provision of the services, I consent to L S Move Connect disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I acknowledge that neither L S Move Connect nor the Agent accept any responsibility for : any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. I acknowledge that the Agent, its employees and L S Move Connect may receive a benefit in relation to the connection of a utility service.

Signature Date
 X

Property manager name
 Application faxed to L S Move Connect (if required)

Both sides of this application must be completed

F. APPLICANT HISTORY

8. How long have you lived at your current address?

<input type="text"/>	Years	<input type="text"/>	Months
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9. Why are you leaving this address?

10. Please tell us about this rented property

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$

11. What was your previous residential address?

Postcode

12. How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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13. Please give us further information about this rented property

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

\$

Was bond refunded in full?

If not why not?

G. EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

What is the nature of your employment ?
(FULL TIME / PART TIME / CASUAL)

Employer's name (inc. accountant if self employed or institution if a student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

Years

Months

Net income (PA)

\$

Source of other income

Net income (PA)

\$

15. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment

Years

Months

H. CONTACTS / REFERENCES

16. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

17. Please provide two personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets:

Breed / type

Council registration / number

20. How did you find this property?

Newspaper

Internet

Office rental list

Board

Other (please explain)

J. PAYMENT DETAILS

Property Rental

\$

per week Or

\$

per month

Rental Bond (4 weeks rent)

\$

First payment of rent in advance

\$

Tenants share of cost of preparing tenancy agreement

\$

Sub Total

\$

Less. deduct Reservations Fee (see below)

\$

Amount payable on signing tenancy agreement
(bank cheque or money order only)

\$

K. RESERVATION

Complete this section if you wish to reserve the property for a period of time:

Reservation Fees

\$

Reservation Period

Days

The Landlords Agent undertakes:

- The premises will not be let during the Reservation Period, pending the agreement of a residential tenancy agreement.
- The whole fee will be refunded if the Landlord does not decide to enter into a residential tenancy agreement for the premises for the Reservation period.
- The whole fee will be refunded if the Landlord does not carry out (during the Reservation Period) repairs or other work on which it is a condition to enter into a residential tenancy agreement.
- If the applicant decides not to enter into a residential tenancy agreement, and the Premises are not let or otherwise occupied during the Reservation Period, the Landlord may retain the portion of the fee representing the rent that would have been paid during the Reservation Period (based upon the proposed rent), but must refund the remainder.
- If the residential tenancy agreement is entered into, the fee is contributed towards rent for the premises.

Signature of the Landlords Agent

Date