

NOTICE TO ALL RESIDENTIAL TENANCY APPLICANTS

BEFORE ANY APPLICATION WILL BE CONSIDERED, EACH APPLICANT MUST ACHIEVE A MINIMUM OF 100 CHECK POINTS.

We require the following copies;

✓	Last 2 rental receipts	20 Points
✓	Drivers Licence (Original)	20 Points
✓	Photo ID (Original)	20 Points
✓	Passport (Original)	20 Points
✓	Minimum of 2 written references	30 Points
✓	Documentary Evidence of current Income	30 Points
✓	Electricity/Phone Account with current address	10 Points
✓	Birth Certificate	10 Points

Disclaimer/Authority

I, the said applicant, do solemnly and sincerely declare that the information contained in this application is true and correct, and that all information was given of my own free will. I further authorise the letting agent to conduct any inquiries and/or searches with regard to the information and references supplied in this application, including an inquiry with the Tenant Information Centre Australia Pty Ltd.

In accordance with Section 18n (1) (b) of the Privacy Act, I authorise you to give information to and obtain information from all credit providers and references named in the application. I understand this can include information about my credit worthiness, credit standing, credit history or credit capacity. I understand this information may be used to assess my application.

NAME _____

SIGNATURE _____

DATE _____

Residential Application Form

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

A. AGENT DETAILS

the property business
australia
33 Shelley Street
KING STREET WHARF SYDNEY 2000
P: (02) 9923 1015 F: (02) 8904 9809
thepropertybusiness.com

- licensed real estate agents
- property management
- executive leasing
- property sales
- commercial sales
- commercial leasing

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
-------	--------

4. How many tenants will occupy the property?

Adults	Children	Ages of Children
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C. PERSONAL DETAILS

5. Please give us your details

Mr Ms Miss Mrs Other

Surname	Given Name/s
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Date of Birth	Driver's licence number
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Driver's licence expiry date	Driver's licence state
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Passport no.	Passport country
--------------	------------------

Pension no. (if applicable)	Pension type (if applicable)
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6. Please provide your contact details

Home phone no.	Mobile phone no.
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Work phone no.	Fax no.
----------------	---------

Email address

7. What is your current address?

Postcode

8. How did you find out about this property?

- | | | |
|---------------------------------|---------------------------------------|--|
| <input type="radio"/> Newspaper | <input type="radio"/> The Internet | <input type="radio"/> Local Paper |
| <input type="radio"/> Office | <input type="radio"/> Office Window | <input type="radio"/> Sign Board at property |
| <input type="radio"/> Referral | <input type="radio"/> Other (specify) | |

Application sent to Direct Connect (if Required)	<input type="checkbox"/>
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D. UTILITY CONNECTIONS

This is a FREE service that connects all your utilities and other services.

Direct Connect can help arrange for the connection or provision of the following utilities and other services:

- | | |
|-------------|-------------------|
| Electricity | Cleaners |
| Gas | Insurance |
| Phone | Removalist |
| Internet | Truck or van hire |
| Pay TV | |



Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

THE ALWAYS ON GUARANTEE
We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature	Date
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PO Box 1519, Box Hill, Victoria 3128. P: 1300 664 715 F: 1300 664 185. www.directconnect.com.au

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 Tenancy Agreement.

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:

- The owner or the Agent of my current or previous residence;
- My personal referees and employer/s;
- Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826
- TICA: 1902 220 346
- TRA: (02) 9363 9244

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 the future.

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

- communicate with the owner and select a tenant
- prepare lease/tenancy documents
- allow tradespeople or equivalent organisations to contact me
- lodge/claim/transfer to/from a Bond Authority
- refer to Tribunals/Courts & Statutory Authorities (where applicable)
- refer to collection agents/lawyers (where applicable)
- complete a credit check with NTD (National Tenancies Database)

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.

Signature	Date
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F. APPLICANT HISTORY**9. How long have you lived at your current address?**

	Years		Months
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10. Why are you leaving this address?

11. Landlord/Agent details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

	Years		Months
--	-------	--	--------

14. Landlord/Agent details of this property (if applicable)

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**15. 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 student)

Employer's address

Postcode

Contact name

Phone no.

Length of employment

	Years		Months
--	-------	--	--------

Net Income

16. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

	Years		Months
--	-------	--	--------

Net Income

H. CONTACTS / REFERENCES**17. Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

18. Please provide 2 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**19. Car Registration**

20. Please provide details of any pets

Breed/type

Council registration / number

J. PAYMENT DETAILS**Property Rental**
 \$ per week

First payment of rent in advance

Rental Bond (4 weeks rent):

Sub Total

Less: Holding deposit (see below)

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

K. HOLDING FEE

The holding fee can only be accepted after the application for tenancy is approved.

The holding fee (not exceeding 1 week's rent) of keeps the premises off the market for the prospective tenant for 7 days (or longer by agreement).

In consideration of the above holding fee paid by the prospective tenant, the landlord's agent acknowledges that:

(i) The application for tenancy has been approved by the landlord; and
 (ii) The premises will not be let during the above period, pending the making of a residential tenancy agreement;
 and

(iii) If the prospective tenant(s) decide not to enter into such an agreement, the landlord may retain the whole fee;
 and

(iv) If a residential tenancy agreement is entered into, the holding fee is to be paid towards rent for the residential premises concerned.

(v) The whole of the fee will be refunded to the prospective tenant if:

(a) the entering into of the residential tenancy agreement is conditional on the landlord carrying out repairs or other work and the landlord does not carry out the repairs or other work during the specified period

(b) the landlord/landlord's agent have failed to disclose a material fact(s) or made misrepresentation(s) before entering into the residential tenancy agreement.

Signature of Landlords agent

Date

Signature of Applicant

Date

Direct Connect can help arrange for the connection or provision of the following utilities and other services:



- | | | | | |
|-------------|------------|-------------------|----------|--------|
| Electricity | Gas | Phone | Internet | Pay TV |
| Insurance | Removalist | Truck or van hire | Cleaners | |
- Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.**

Please provide your personal details:

Title: First Name:
Last Name:

Date of Birth:

Day Month Year

Licence/Passport/Medicare No: State/Country:

Please provide your contact details:

Home phone no: Mobile phone no:
Work phone: Fax phone no:
Email address:

Connection date:

Day Month Year

Property for connection:

Unit/Floor No: Street No:
Street Name:
Suburb:
State: Post Code:

Postal address:

Unit/Floor No: Street No:
Street Name:
Suburb:
State: Post Code:



This is a FREE service that connects all your utilities and other services.

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

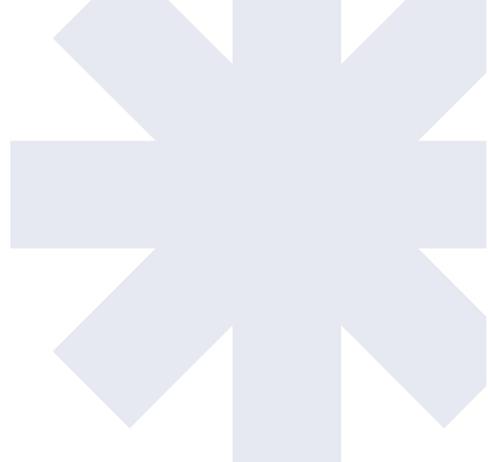
DECLARATION AND EXECUTION: By signing this application, you:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature

Date



TRA DISCLOSURE

I understand this agent is a member of Trading Reference Australia Pty. Ltd. (TRA) and may conduct a reference check with that organisation on myself and the company whose name appears on the lease. I authorise this Agent to provide any information about me or the company to TRA / Landlord for the purpose of the check and I acknowledge that such information may be kept and recorded by TRA. I realise that if a search is performed on the TRA database and my identification and the company whose name appears on the lease with the label "Refer to Agent" beside my name and the company name, the agency who conducted the search as a matter of procedure will call the listing agency to exchange information and establish why my name and the company's details have been entered on the register and in turn provide my contact details to the listing agency for the purpose of resolution and the removal of my name and the company details from the database. The agency that searched will then inform me of the listing / listings, the listing agency name and contact details giving me right of reply. I accept that if I and the company whose name appears on the lease are currently listed as a defaulter with TRA, this Agency / Landlord has the authority to reject my application. I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused.

I acknowledge that if I default on my tenancy / rental obligations in future, which means in breach of my contract / lease agreement for residential or commercial property and / or in accordance to the Property Stock and Business Agents Amendment (Tenant Databases) Regulation 2004. I and the company whose name appears on the lease may be listed with TRA, until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent / Landlord or in accord with the new regulations. The same applies to me if I am a Commercial Tenant and or Holiday Tenant and in breach of my contract whatever the stipulations are within that contract with the said agency. I hereby authorise this agent to provide information about me to TRA and my default to TRA in connection with that listing. I also understand that my agent may list me as an excellent tenant if my obligations during my tenure are fully compliant and are of a high standard.

I will not hold TRA accountable for the inaccurate keying in of information by TRA members therefore delivering an incorrect search as I understand faults can be made within this process due to human error. It is also understood that technical failure can cause errors and I do not hold TRA or the Agent responsible for same. I understand that if the said eventuates I may question the source and understand this will be thoroughly investigated and corrected immediately. Furthermore I authorise the agent to contact my employers past and present to confirm my employment history and my previous Landlord / Agency to verify details of my tenancy. I also authorise the agent to contact two personal referees to establish my identification / location and concede that those referees have given permission for me to use them.

I recognize that my photo id may be scanned onto TRA for absolute identification. I, the tenant, do acknowledge that information provided to TRA and / or the agent by these authorities given by me may be available to: a) Real Estate Agents, Landlords, Housing NSW, Compass Housing, Video Stores, Dentists to assist them in evaluating applications and b) Real Estate Agents, Landlords, Dentists, Video stores, Banks, Utility companies, Commercial Agents, organisations or any other members for the reason of locating me for any lawful purpose and I hereby consent to such use and disclosure of that information for that reason. Should this Agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step which the former agent could have taken. (If more than one applicant, "I" means "We" in this form). **"I have read and I understand the above information"**

Print Name of Tenant



Signature of Tenant..... Date.....

TRA adheres strictly to requirements of the Privacy Laws and therefore does not use the information supplied by the tenant for advertising purposes. Trading Reference Australia may be contacted at the above address during business hours 9-5 Monday to Friday regarding any records kept concerning you. To validate and correct inaccurate information we require a signed Personal Disclosure form and photo id. An urgent confirmation of your records can be done immediately by credit card payment using the secure section on our web page.

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