

Residential Application Form

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



A. AGENT DETAILS

PRD Nationwide Hunter Valley

Address: 107 Newcastle Road East Maitland NSW 2323
Phone Number: 02 4934 2000
Fax Number: 02 4934 5200
Email Address: rentals@prdhuntervalley.com.au
Web: www.prdhuntervalley.com.au

Property Manager

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

C. PERSONAL DETAILS

5. Please give us your details

Mr Ms Miss Mrs Other

Surname Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence 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

8. How did you find out about this property?

- Newspaper The Internet Local Paper
 Office Office Window Sign Board at property
 Referral Other (specify)

Application sent to YourPorter(if Required)

D. UTILITY CONNECTIONS

YourPorter

Telephone: 1300 400 600
ja: 1300 326 468
www.yourporter.com.au

YourPorter is a FREE service connecting utilities and other services. If the Agent approves this application, YourPorter will be contacting you by phone, SMS, or email for the purposes of assisting you to connect your utilities within 24 hours of receiving this application for next business day connection.

- (leFtriFit) Telephone Pay TV
 Gas Internet Health Insurance
 Car Insurance Home Loans
 Life Insurance Home & Contents Insurance

DECLARATION AND ACCEPTANCE:

I/We consent to the disclosure of this application form (including any personal information contained in this form) to YourPorter Pty Ltd (ABN 36 252 576 050) for the purpose of allowing YourPorter and its service providers to contact me for the connection of services as offered by YourPorter.

I/We acknowledge that if I/We do not provide my/our personal information, YourPorter will not be able to provide these services to me/us. YourPorter will ensure that my/our personal information is collected, used, held and disclosed in accordance with the requirements of the Privacy Act 1988 (Cth).

I/We acknowledge that YourPorter may receive a benefit in relation to the connection of any of the services listed above. I/We consent to YourPorter contacting me by phone or SMS in relation to the connection of the services listed above. I/We acknowledge that this consent permits YourPorter to contact me even if the numbers listed on this application are listed on the Do Not Call Register. YourPorter will otherwise collect, hold, use and disclose personal information in accordance with their privacy policies, which are available at www.yourporter.com.au/general/privacy-policy/. YourPorter is a free service, but I/We acknowledge that standard connection fees may apply for services connected (in addition to the ongoing service fees).

I/We acknowledge that neither YourPorter nor the Agent accept any responsibility for any delay in or failure to arrange or provide for any connection of a service or for any loss, damage, cost or expense in connection with such delay or failure. By signing this application, I/We understand YourPorter is a value add product and that I/We are under no obligation to use YourPorter.

Signature

Date

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 in to 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, the tenant, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

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

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

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

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

- (a) communicate with the owner and select a tenant
(b) prepare lease/tenancy documents
(c) allow trades-people or equivalent organisations to contact me
(d) lodge/claim/transfer to/from a Bond Authority
(e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
(f) refer to collection agents/lawyers (where applicable)
(g) complete a check with TICA

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. When approved for the property a non-refundable holding deposit of one weeks rent will need to be paid to secure the property as yours.

Signature

Date

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

<input type="text"/>	Years	<input type="text"/>	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?

<input type="text"/>	Years	<input type="text"/>	Months
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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

Net Income

<input type="text"/>	Years	<input type="text"/>	Months
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16. Please provide your previous employment details

Occupation?

Employer's name

Contact name

Phone no.

Length of employment

Net Income

<input type="text"/>	Years	<input type="text"/>	Months
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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

TENANCY APPLICANTS PLEASE NOTE.

THIS OFFICE IS A MEMBER OF - TICA DEFAULT TENANCY CONTROL SYSTEM (A division of Tenancy Information Centre Australasia Holdings Pty Ltd.)
All applications for tenancy in this office are processed through TICA.

Each adults application form **MUST** have the following support documents attached:

1. Proof of identification (Photo ID card or Driver's License Or Passport)
2. Proof of income (2x Payslips or Centerlink statement)
3. Proof of last residential address – i.e. Telstra account, Electricity or Gas supply account, bank or credit card

4. Proof of Affordability (1x Bank Statement)

Additional supporting documents can include:

- Photocopy of medicare card & credit card
- References from previous landlords
- Copy of previous lease agreement or rental ledger
- previous rent receipts

On approval of application all monies due **MUST** be paid in full EFTPOS, BANK CHEQUE or MONEY ORDER.
Applications will only be processed on a fully completed AND signed tenancy application form.
Our office reserves the right to allow for any changes or additions to the above.

Should an applicant fail to provide the above details, the application may not be processed.

Note:all supporting documents need to be handed in with this form and photo copied at your own expense.