



# Arnold

PROPERTY

## Residential Tenancy Application Form



### Arnold Property

**Office:** 13/10-16 Kenrick Street, The Junction

**Post:** PO Box 659, The Junction NSW 2291

**Phone:** (02) 4969 2600 | **Fax:** (02) 4961 5827

**Email:** [mail@arnoldproperty.com.au](mailto:mail@arnoldproperty.com.au)

**Web:** [www.arnoldproperty.com.au](http://www.arnoldproperty.com.au)

**Applicant Name:**

**Property Address:**

## Supporting Documents

You must supply copies of the following. Your application will not be processed without:

- Photo ID (Licence, passport), Medicare Card – 100 pts of ID
- Proof of Income (Payslip, Group Certificate)
- Tenant Ledger / Agent Details OR Council Rates of your home
- Rent Receipts / Copy of Lease (If Private Rental)
- Proof of Address – Electricity Account, Bank Statement

## Property Details

Rental Property Address:

Rent per Week: \$  Date Inspected:  /  /

Length of Tenancy:  Lease Commencement Date:  /  /   
(7 days from approval)

No. of Bedrooms:  Parking (if applicable):

Furnished/Unfurnished:  Rent to be paid:  Weekly  Monthly

No. of Occupants:  Adults  Children Ages of Children:

*Please note: All adults MUST complete an application*

Details of any Pets:

## Free Utility Connection Service



enquiry@myconnect.com.au **Ph: 1300 854 478**  
www.myconnect.com.au **Fx: 1300 854 479**


**WHO ARE WE?**


MyConnect is an easy to use, free service for connecting your Electricity, Gas, Telephone, Internet and Pay TV. We work with a wide range of service providers so we can help you find the best option to suit your needs.

- Receive great rates and substantial savings on bonds and connection fees
- Choose no minimum term agreements so you're not locked in
- Don't spend hours doing it yourself - let us connect you in one quick phone call!

**YES, Please Contact Me**  **Interpreter required**







**DECLARATION**

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 65 627 003 605 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect 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 services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.

**Tick here to opt out**

## Applicant Details

Full Name:  Home Phone:

Work Phone:  Mobile:

Email:

*Please provide your best email for contact as this will be the email address you agree notices to be served to*

Are you a smoker:  Yes  No Date of Birth:

Marital Status:  Passport Number:

Passport Country:  Drivers Licence No.

Car Registration:

**Current Address:**

Current Rent: \$  Length of stay:

Agent Name:  Agent Phone/Fax:

Reason for Leaving:

**Previous Address:**

Rent amount: \$  Length of Stay:

Agent/Landlord:  Agent/Landlord No:

Bond refunded in full:  Yes  No – If no, why:

Have you ever received a Termination of Tenancy?  Yes  No

Do you owe money to another Agent / Landlord?  Yes  No

Have you ever had a claim on your bond?  Yes  No

## Employment Details

**Current Employer:**

Position:  Payslip attached:  Yes  No

Contact Name:  Contact Position:

Contact Phone:  Length of Employment:

Net Weekly Income: \$  Additional Income or benefits received: \$

**Previous Employer:**

Length of Employment:  Position:

Net Weekly Income: \$  Contact Name:

Contact Position:  Contact Phone:

## Emergency Contact – Next of Kin (Not living with you)

Name:

Address:

Relationship:  Telephone:

## References

**1. Name:**

Relationship:  Telephone:

Address:

**2. Name:**

Relationship:  Telephone:

Address:

## Other Information

How did you find out about this property?  Domain  Real Estate.com  Herald  Window

## Conditions of Application & Declaration

### You must read and sign this section

I hereby offer to rent the property from the owner under a lease 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 is subject to the approval of the owner/landlord. I declare that all information contained within this document 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 references and employer/s
- c) Any record listing of database of defaults by tenants (TICA)

If I default under a rental agreement, I agree that the Agent may disclose details 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 tradespeople of 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 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. I am aware that I may access personal information on the contact details above. I am aware that if my application is approved it is on the condition that all rent payments will be paid by direct deposit. (I agree to arrange with my bank, building society or credit union to make my rental payments directly into the nominated account with my allocated tenant number).

If the application is accepted and it is agreed by the landlord to hold the property for an agreed time then I agree to pay the equivalent of one week rent to the Agent as a reservation fee. This fee holds the property for 7 days and I agree to sign the lease within that period. This reservation fee will be credited to the first week's rent when the lease is signed. If the applicant advises that he/she no longer wants to take the premises, then the holding deposit will be submitted to the owner in full. During the reservation period, no fee will be taken from any other applicant, nor will the premises be reserved in anyone else's favour.

**Print Name**

**Signature**

**Date**

## Important

If your application is successful, your initial payment of 2 weeks rent in advance will only be accepted in the form of DIRECT DEPOSIT, a BANK CHEQUE or MONEY ORDER. Your 4 weeks Bond will need to be made out to 'Rental Bond Board' in the form of a BANK CHEQUE or MONEY ORDER. Your Application may be listed on TICA Virtual Manager. TICA Virtual Manager is our own internal database, which is not subject to any State Legislation that governs Tenancy Databases.

### **WE DO NOT ACCEPT CASH IN OUR OFFICE**

This office does not take any responsibility in regards to the status of telephone, gas or electricity connections. We advise the applicant to confirm arrangements in this situation with the suppliers.

The owner is not required to supply a telephone line. It is at the tenant's responsibility to ensure, if required, that there is a telephone line available prior to commencing the tenancy.

ALL applications are shredded if unsuccessful for your own privacy protection do NOT submit original documents with application you MUST Provide copies.

**NOTE: If you are unsuccessful you will not receive a notification from our office. Applications usually take 24/48hrs to process.**