

RRE PROPERTIES RESIDENTIAL TENANCY APPLICATION FORM

1. AGENT DETAILS



Address: 403 Gardeners, Rosebery NSW 2018
P: 9667 2868 F: 9317 3404
E: management@rre.com.au

2. PROPERTY DETAILS

Address _____
Suburb _____ Postcode _____
Lease Term _____
Date Property is to be Occupied _____
Number of other Applicants to Occupy _____
Adults _____ Children _____

3. PERSONAL DETAILS

Title _____ First Name _____
Surname _____
Date of Birth _____ Age (Years/Months) _____
Drivers Lic. Number _____ State of Issue _____
Passport Number _____ Country of Issue _____
Please Provide Contact Details
Home Ph _____ Mobile Ph _____
Email _____
Occupation _____ Work Number _____
Current Residential Address _____
Suburb _____ Postcode _____

4. TENANT APPLICATION DOCUMENT CHECKLIST

Please provide copies of the following documentation to support your application

Previous Tenancy Ledger	Y / N
Supporting Bank Statements	Y / N
Passport and Drivers Licence	Y / N
2 Recent Payslips	Y / N
References - Personal and Work	Y / N
Signed RRE Properties Application Form	Y / N

5. RESERVATION FEE PAYABLE AND CONDITIONS

The applicant agrees that the deposit, equal to one (1) weeks rent, is payable to RRE Properties once the applicant has been informed that their application has been successful. The deposit, once paid, is non-refundable under any circumstances and in accordance to the Residential Tenancies Act 2010 NSW. Applicants are required to inspect the property prior to submitting an application. Applications will only be accepted by those parties that have viewed the subject property.

6. DECLARATION AND TERMS OF APPLICATION

1. Applicant's Warranty

The applicant warrants:

- (1) that the details provided on their application form are true and correct
- (2) that they are not bankrupt or insolvent

2. Applicant Agrees

The Applicant agree/s that:

- (1) they have inspected the premises in section 2 and accept its condition
- (2) the Applicant will sign the Tenancy Agreement forthwith upon being notified of acceptance of this Application by the Agent
- (3) this Tenancy Application, unless accepted, creates no contractual or legal obligations between the parties
- (4) they understand that the Landlord/Agent is not required to give an explanation to them for any Application not approved.
- (5) on acceptance of this Application for Tenancy by the Landlord being notified to the Applicant, verbally or in writing, the Applicant will rent the Premises from the Landlord under a Tenancy Agreement drawn up by the Agent and, upon the signing of the Tenancy Agreement, pay the Bond and Rent amounts agreed to by the Landlord or Agent, by a method acceptable to the Agent. Such payments to be cleared funds prior to occupancy.
- (6) as tenancy it must satisfy itself as to the provision of any electronic communication services to the Premises (internet, television—analogue, digital or cable) and the adequacy of existing electrical fittings with respect to the use of such services. The Landlord gives no warranty in respect to the provision or adequacy of such services or electrical fittings to the Premises.

3. Holding Fee

3.1 The Applicant will be required to pay a holding fee to the Agent, upon the Applicants Application of Tenancy being approved by the Landlord/Agent, and must be paid by close of business on the day the Application is approved. Such fee, if a Tenancy Agreement is entered into after payment of a Holding Fee, will be retained by the Landlord/Agent and paid towards the first payment of Rent.

3.2 Should the Applicant refuse to enter into a Tenancy Agreement (except in the case of refusal due to misrepresentation or failure to disclose a material fact by the Landlord or Agent) any Holding Fee paid by the Applicant will be retained by the Landlord/Agent.

3.3 If the Applicant has paid a Holding Fee, the Landlord/Agent must not enter into a Tenancy Agreement with any other person within 7 days of payment of such fee or within such further period as may be agreed with the Applicant unless the Applicant notifies the Landlord/Agent that they no longer wish to enter into a Tenancy Agreement.

4. Privacy Statement

4.1 The Agent must comply with the provisions of the Australian Privacy Principles (Privacy Act 1988) and where required maintain a Privacy Policy.

4.2 The Privacy Policy outlines how the Agent collects and uses personal information provided by you as the Applicant, or obtained by other means, to assess your application for residential tenancy and provide the services required by you or on your behalf.

4.3 You as the Applicant agree, to further assess your Application, the Agent may, subject to the Privacy Act 1988 (CTH) (where applicable), collect, use and disclose such information to:

- (1) the Landlord as Owner of the Premises to which this Application for Tenancy applies; &/or
- (2) (subject to the provision of Division 2 of the Residential Tenancies Act 2010) residential tenancy databases for the purpose of confirming details in your Application and enabling a proper assessment of the risk in providing you with the lease; &/or
- (3) tradespeople and similar contractors engaged by the Landlord/Agent in order to facilitate the carrying out of works with respect to the Premises; &/or
- (4) previous managing agents and nominated Referees to confirm information provided by you; &/or
- (5) the Landlord's insurance companies; authorised real estate personnel; courts and tribunals and other third parties as may be required by the Agent relating to the administration of the Premises and use of the Agents services
- (6) Owners corporations

4.4 Without provision of certain information the Agent may not be able to act effectively or at all on the Landlord's behalf as a result of which your Application may not be acceptable to the Landlord

4.5 The Applicant has the right to access such personal information and may require correction or amendment or any inaccurate, incomplete, out of date or relevant information.

5. Notes to Applicants

5.1 The following documents form part of this Application:

- (1) Application for Tenancy
- (2) Declaration and Terms of Application
- (3) Additional completed Application for Tenancy for other occupants
- (4) Any other annexure and/or special conditions as provided by the Agent.
- (5) All requested supporting documentation

I hereby agree to the items listed above.

Signed: _____

Date: _____

7. APPLICANT HISTORY

How long have you lived at your current address:

Years _____ Months _____

Name of Landlord/ Agent if Applicable _____

Phone Number _____

Rent paid per week _____

Reason for leaving _____

Was bond repaid in full: Y / N _____

If not, why: _____

What was your previous rental address _____

Suburb _____ Postcode _____

How long did you live at your previous address:

Years _____ Months _____

Name of Landlord/ Agent if Applicable _____

Phone Number _____

Rent paid per week _____

Reason for leaving _____

Was bond repaid in full: Y / N _____

If not, why: _____

8. EMPLOYMENT DETAILS

Occupation _____

Employers Name _____

Employment Address _____

Suburb _____ Postcode _____

Employer Contact Name _____

Employer Contact Number _____

Length at current employment _____

Net Income Per Week/Fortnight/Month _____

9. PVIOUS EMPLOYMENT DETAILS

Occupation _____

Employers Name _____

Employment Address _____

Suburb _____ Postcode _____

Employer Contact Name _____

Employer Contact Number _____

Length at current employment _____

Net Income Per Week/Fortnight/Month _____

10. GOVERNMENT/PRIVATE BENEFITS

Type of Benefit _____

Amount Receiver Per Week _____

11. STUDENT BENEFITS

Place of Study _____

Course Being Undertaken _____

Course Length _____

Student Number _____

Parents Name _____ Ph _____

Campus Contact _____ Ph _____

Course Co-ordinator _____ Ph _____

Income from other campus activities _____

Parents address, if overseas _____

12. OTHER INFORMATION

Car Registration Number _____

Make _____ Model _____

Do you have any pets: Y / N _____

If yes, please advise breed, age and registration details:

13. PERSONAL REFERENCES

1. Reference Name:

Occupation _____

Relationship _____ Ph _____

Notes: _____

2. Reference Name

Occupation _____

Relationship _____ Ph _____

Notes: _____

14. EMERGENCY CONTACT DETAILS

Must be a person not residing with you

Name _____

Address _____

Relation to Application _____

Contact Number _____