

## A. AGENT DETAILS



### Ralph First Real Estate

**Address:** 83 Haldon St Lakemba NSW 2195  
**Phone:** [02] 9759 1300 **Fax:** [02] 9759 7932  
**Email:** lakemba@ralphfirst.com.au

Property manager name

## B. PROPERTY DETAILS

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

  

### Property Rental

\$  Per week \$  Per Month

2. Lease Commencement Date?

Day  Month  Year

3. Lease Term?

Year  Months

3. Smokers?

4. How many tenants will occupy the property?

Adults  Children

## C. PERSONAL DETAILS

5. Please give us your details

Mr  Ms  Miss  Mrs  Other   
Surname  Given names

Date of Birth  Drivers license number

Drivers license expiry date  Drivers license state

Passport Number  Passport Country

Pension no (if applicable)  Pension type (if applicable)

6. Please provide your contact details

Home phone number  Mobile phone number

Work phone number  Fax number

Email address

7. What is your current address?

  

## D. UTILITY CONNECTIONS



### IT'S SMART TO SAVE

**P 1800 275 369**

*Let Foxie save you time and money  
connecting your Electricity, Gas, Water,  
Broadband, Phone and Foxtel.*

Foxie is a FREE and independent service, and in one brief phone call, your connections are organised on the offers that are right for you. No obligation, no more running around, no more phone calls.

Foxie will contact you to arrange your utilities connections. You will be advised of any associated terms and conditions, including any standard connection fees that may apply. Once you have chosen your utility provider, Foxie may then need to disclose your personal information to the selected utility company. Foxie and your Agent may receive a benefit for arranging your services. Foxie and your Agent are unable to accept responsibility for any delay or failure to connect your utility services.

Foxie is committed to protecting the confidentiality of your personal information and will at all times handle your personal details in accordance with Foxie's privacy policy available on the Foxie website. Contact Foxie at [www.foxie.com.au](http://www.foxie.com.au) or call 1800 275 369.

I do not want to be referred to Foxie Utility Services

## E. DECLARATION

I hereby offer to rent the property from the owner under 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 Landlord/Owner. I declare that all information contained in this application (including the front page) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I also authorize the Agent to obtain personal information from:

- (a) The owner or the Agent of my current or previous residence.
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to the 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 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 credit check with NTD (National Tenancies Database).
- (h) Transfer water account details into my name.

I am aware that if the 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 the I may access personal information on the contact details above. I authorize the Agent to request my personal information from any default database or listings such as NTD, TICA or TRA for the purpose of checking my tenancy history; if you wish to access your information or dispute your record you can contact: NTD 1300 563 826—www.ntb.net.au, TICA 1902 220 346—www.tica.com.au, TRA (02) 9363 9244—www.tradingreference.com

Signature

Date

### F. APPLICANT HISTORY

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

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

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

Landlord/Agents name

Landlord/Agents phone number

Weekly Rent Paid

11. What was your previous residential address?

Postcode

12. How long did you live at this address?

<input type="text"/>	Year	<input type="text"/>	Months
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13. Landlord/Agents details of this property (if applicable)

Landlord/Agents name

Landlord/Agents phone number

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?

Full Time  Part Time  Casual

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

Employer's address

Postcode

Contact Name

Phone number

Length of employment

<input type="text"/>	Year	<input type="text"/>	Months
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Net Income

15. Please provide your previous employment details

Occupation?

Employer's name

Employer's Contact number

Length of employment

<input type="text"/>	Year	<input type="text"/>	Months
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Net Income

### H. CONTACTS/REFERENCES

16. Please provide a contact in case of emergency (not living with you)

Surname

Given name/s

Relationship to you

Phone number

17. Please provide 2 personal references (not relate to you)

Surname

Given name/s

Relationship to you

Phone number

Surname

Given name/s

Relationship to you

Phone number

### I. OTHER INFORMATION

18. Car Registration

19. Please provide details of any pets

Breed/Type

Council Registration/number

1.

2.

### J. PAYMENT DETAILS

Property Rental

\$  Per wk OR \$  Per mth

Rent in Advance

Rental Bond

(Equivalent to 4 weeks rent)

Sub Total

Less Holding Fee

Total Due

Cash, Bank cheque or money order only

### K. DOCUMENTS NEEDED TO APPLY

- Photo ID (Drivers Licence, Passport, Photo Card)
- 3 x Current Pay Slips
- 1 x Current Bank Statement
- 1 x Current Centre Link Statement (If Applicable)
- Reference Letter from previous Real Estate Agent or Landlord
- Tenancy ledger from previous Real Estate Agent or Landlord