

Residential Tenancy Application

Send to: info@keyasset.com.au

Date: / /


Property Details			
Application Address			
Have you Inspected the property? Yes / No		When will you inspect the property?	
Weekly Rent: \$		4 Weeks Bond: \$	
Preferred Commencement Date:		Preferred Lease Term:	
Occupants: Adults - Children - Pets - Vehicles 			
Personal Details			
Name:			
Date of Birth:		Do you smoke?	
Drivers Licence No:	Licence Exp:	State of Issue:	
Contact Number:			
Email:			
Current Residential Address:			
Current Postal Address:			
Emergency Contact:			
Relationship:		Phone:	
Email:			

Please ensure all supporting documents are attached:

- **100 pts of ID**
- **Current and previous rental ledger ***
- **Proof of enrolment***
- **Proof of income****
- **Any written references from employers/rental agents**

***If applicable**

****Payslips / Centrelink statements / Bank statements**

Utility Connection		
 DIRECT CONNECT MAKES MOVING EASY	Direct Connect is a free, no-obligation service offering a range of options to suit your needs. Whether you simply need your electricity and gas connected or new phone connection	
Student Details		
If you are not a student please leave this area blank.		
Name of Institution:	Student Number:	
Course Name:	Course Contact Number:	
Length of Course:		
Pension Details		
If you do not receive pension support please leave this area blank.		
Pension Type:	Pension Number:	
Fortnightly income:		
Other Occupants		
Name:	Phone:	
Relationship:	Age:	On the lease?:
Email:		
Name:	Phone:	
Relationship:	Age:	On the lease?:
Email:		
Name:	Phone:	
Relationship:	Age:	On the lease?:
Email:		
Other Details		
Applications pending on other properties?	Y / N	
Has your tenancy ever been terminated?	Y / N	
Have you ever been refused a rental property?	Y / N	
Are you in debt to another landlord or agent?	Y / N	
Deductions ever taken from your Bond?	Y / N	
Anything affecting future rental payments?	Y / N	
Considering buying a property soon?	Y / N	
Do you currently own a property?	Y / N	

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Rental History		
I am currently: Renting through an Agent / Sharing / Living with Parents / Other:		
Address:		
Length of Stay:	Start date:	
Monthly/Weekly Rent:	Was Bond fully refunded?:	
Agent/Landlords Name:	Phone:	
Email:		
Reason for Leaving:		
I was previously: Renting through an Agent / Sharing / Living with Parents / Other:		
Address:		
Length of Stay:	From:	
Monthly/Weekly Rent:	Was Bond fully refunded?:	
Agent/Landlords Name:	Phone:	
Email:		
Reason for Leaving:		
References		
Personal Reference:		
Name:	Phone:	Relationship:
Email:		
Professional Reference:		
Name:	Phone:	Relationship:
Email:		
Professional Reference:		
Name:	Phone:	Relationship:
Email:		

Current Employment	
If you are currently unemployed, please leave this area blank.	
Company Name:	
Manager:	Phone:
Email:	
Company Address:	
Industry:	
Occupation:	
Nature of Employment: (Full time/Part time/Casual)	Length of Employment:
Start date:	
Income per week/fortnight/year:	
Previous Employment	
Company Name:	
Manager:	Phone:
Email:	
Company Address:	
Industry:	
Occupation:	
Nature of Employment: (Full time/Part time/Casual)	Length of Employment:
Start date:	
Income per week/fortnight/year:	
Notes	
Vehicle Registration:	
Pet Details:	
Additional Notes & Information:	

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Date: / /

Signed Terms & Conditions for:

Date of Birth: / / .

I acknowledge that I have Read, Understood and Agree with the Tenancy Privacy Statement / Collection Notice & Tenant Declaration.

Name: _____

Date / / .

Signature: _____

I Acknowledge that I have Read, Understood and Agree with the following Terms and Conditions

I also acknowledge that the agent in question cannot confirm that any phone lines to the property are operable or able to be reconnected. I understand that it is my responsibility to check with the telephone provider before proceeding with the tenancy to confirm the situation with the telephone line. Ensuring the main switch is in the off position for power connection remains the responsibility of the tenant.

I understand this agent is a member of Trading Reference Australia (TRA) and may conduct a reference check with that organisation. I authorise Trading Reference Australia to collect and store my details and to provide any information currently listed to others (below). I authorise this agent to provide any information about me to TRA for the purpose of that check. I acknowledge that if I am 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 a failure to do so may result in my application being refused. Furthermore I authorise the agent to contact my employers past and present to confirm my employment history including my wage, my current / previous Landlord / Agency to verify details of my tenancy and if I am Self Employed, my accountant to verify my being able to cover the rent for the property and my authenticity. I also authorise the agent to contact my personal referees to establish my identification, location and reputation 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 acknowledge that if I default on my tenancy obligations in future, I may be listed as a defaulter with TRA, until such time as the problem giving rise to the listing is resolved to the satisfaction of the agent/landlord, and I hereby authorise this agent to provide information about me to TRA in connection with that listing. I acknowledge that in the event of a listing on the TRA database, that information may be available to other institutions for the purpose of locating me and I hereby consent to such a use and disclosure of that information for that purpose.

I acknowledge that if I am currently listed as a tenancy defaulter with TRA, that I may contact the listing Agent/s for settlement and/or negotiation. Should such settlement and/or negotiation change the details of me as a listed defaulter, it is understood that it is the real estate agent's responsibility to amend the TRA listing. I also recognise that my photo id and this signed Disclosure may be scanned onto TRA for absolute identification. I, acknowledge that information provided to TRA by these authorities given by me may be made available to:

a) Real Estate Agents, Landlords, Housing NSW, to assist them in evaluating applications. b) Real Estate Agents, Landlords, Banks, Utility companies, Commercial Agents, organisations or any other institutions and other persons for the purpose of locating me for any lawful purpose and I hereby consent to such a use and disclosure of that information for that reason. Should this real estate 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. I also understand that the personal information provided on your tApp application will be available to and retained by the Real Estate Agent to whom you submit that information and the real estate agent will use this information for purposes related to the conduct of their own business which may include use by the Real Estate Agent and/or further disclosure by the real estate agent for marketing purposes.