

G. APPLICANT RESIDENTIAL HISTORY		H. APPLICANT PREVIOUS RESIDENTIAL HISTORY	
12. Surname Given Name/s	<input style="width: 95%;" type="text"/>		
13. What is your current address?	<input style="width: 95%;" type="text"/>		
	Postcode		
14. How long have you lived at your current address?	19. How long did you live at this address?		
<input type="text"/> Years <input type="text"/> Months Weekly Rent Paid \$ <input type="text"/>	<input type="text"/> Years <input type="text"/> Months Weekly Rent Paid \$ <input type="text"/>		
15. Why are you leaving this address?	20. Why did you leave this address		
<input style="width: 95%;" type="text"/>			
16. Landlord/Agent details of this property (if applicable) Name of landlord or agent	21. Landlord/Agent details of this property (if applicable) Name of landlord or agent		
<input style="width: 95%;" type="text"/>			
Landlord/agent's phone number	Landlord/agent's fax number		
<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>	

I. OFFICE USE ONLY (Dear Agent, please fax to 9832 7022)
1. Name and position of person completing form: _____
2. Term of tenancy: _____
3. Weekly rent amount: _____
4. Was the rent paid on time? _____
5. Was the tenant issued with any termination notices? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, on what grounds? _____
6. Were they cooperative during the tenancy? _____
7. How did you find the inspections? _____
8. Were the lawns and gardens kept neat & tidy? _____
9. Did the tenants keep pets inside? <input type="checkbox"/> Yes <input type="checkbox"/> No Number, type & breed? _____
10. Did the pet cause any damage? <input type="checkbox"/> Yes <input type="checkbox"/> No
11. Was the bond refunded in full? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, what claims were made? _____
12. Would you rent to this tenant again? <input type="checkbox"/> Yes <input type="checkbox"/> No
Please return with tenant ledger to rootyhillrentals@randw.com.au

J. DECLARATION	
I AM APPLYING FOR THIS PROPERTY ON THE UNDERSTANDING THAT IT WILL BE LEASED IN THE CONDITION AS I INSPECTED UNLESS ADVISED OTHERWISE.	
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 into 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 authorise 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 such as NTD, TICA or TRA for the purpose of checking your tenancy history;	
I am aware that I may access my personal information by contacting - NTD: 1300 563 826 TICA: 1902 220 346 TRA: (02) 9363 9244	
If I default under a rental agreement, I agree that the Agent may disclose details of any such default 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 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	
Signature	Date
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
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 agree that if this application does not proceed to signing the Residential Tenancy Agreement, the 'Holding fee' will be kept in full and given to the landlord.	

TENANCY APPLICATION FORM

Richardson & Wrench
Rooty Hill

4 Rooty Hill Road South
ROOTY HILL NSW 2766
P: 02 9832 7500
F: 02 9832 7022
E: rootyhill@randw.com.au





Bring in all of the required identification listed below:

Fill out a residential application form & provide:

- Driver's Licence / Passport / Photo ID
- Letter of employment / 4 x recent paylips / Centrelink
- BankStatement
- Medicare Card
- Utility Bill
- Birth Certificate
- Rego papers
- Council / Water rates (if home owner)

- Application accepted by owner
- Pay 1 weeks holding deposit by 5pm on the next business day
- Advise Richardson&Wrench staff of moving date
- Request Richardson&Wrench to arrange connection of utilities through R&W Connect
- On move in date - go to Richardson&Wrench office at appointed time to:
 - Sign lease
 - Bring in Bond (4 x weekly rent amount) - Either Bank Cheque / Money Order
 - Bring in 1 weeks rent - Either Bank Cheque / Money Order
 - Collect keys

Note: Pay 1 weeks rent as a holding deposit by 5pm the next business day from approval. This holding fee will reserve the property for a period of 7 days from the date it is paid. If the holding deposit is not paid in the required time the property will be offered to the owner's next choice.

Moving home has never been easier.

Whether you've just bought, sold, or are renting your home, we can help make the moving process as smooth as possible.

A free* service.

We offer a comprehensive move home service in Australia. We get things sorted so you can makethe most of your time.

Your move.

1. Complete the request online
www.randwconnect.com.au
2. Fill in the form below and fax to 1300 889 598
3. Or simply call us on 1300 096 646



Your choice.

We offer a large range of moving services

- ELECTRICITY
- GAS
- WATER
- TELEPHONE
- INTERNET
- PAY TV
- REMOVALISTS & STORAGE

We can also help you with:

- DISCOUNT TRUCK AND CAR HIRE
- INSURANCE REFERRALS**
- BOTTLED GAS
- GROCERY



Residential Application Form

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

A. AGENT DETAILS



Rooty Hill

Address: 4 Rooty Hill Road South ROOTY HILL NSW 2766
Phone Number: (02) 9832 7500
Fax Number: (02) 9832 7022
Email Address: rootyhill@randw.com.au
Web: www.randw.com.au/rootyhill

B. PROPERTY DETAILS

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

Postcode

2. Date you're ready to move in?

Date

3. Preferred lease term?

Years Months \$ Weekly Rent amount

4. How many tenants will occupy the property?

Adults Children Ages & Sex of Children

5. Please provide details of any pets

Breed/type Age Council registration / number

1.

2.

C. PERSONAL DETAILS

6. Please give us your details

Mr Mrs Miss Ms Other

Surname

Given Name/s

Date of Birth Driver's licence number

Passport number

7. Please provide your contact details

Home phone number Mobile phone number

Work phone number Fax number

Email address

8. Car Registration

9. Are you a smoker? Yes No

D. EMPLOYMENT HISTORY

10. Please provide your employment details

Occupation Full time / Part time / Casual

Company name (inc. accountant if self employed or institution if student)

Company address

Postcode

Contact name Phone number

Length of employment Years Months Net Income (per week) \$

10. Please provide your previous employment details

Company name (inc. accountant if self employed or institution if student)

Contact name Phone number

Length of employment Years Months Net Income (per week) \$

E. CONTACTS / REFERENCES

11. Please provide 2 personal references (not related to you)

1. Surname Given name/s

Relationship to you Phone number

2. Surname Given name/s

Relationship to you Phone number

F. EMERGENCY CONTACTS

12. Please provide 2 emergency contacts

1. Surname Given name/s

Address

Postcode

Relationship to you Phone number

2. Surname Given name/s

Address

Postcode

Relationship to you Phone number

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following: Connect Now Pty Ltd (ABN 79 097 398 662) ("connectnow") will collect, use and disclose your personal information to contact you (including electronically) about providing moving, connection and disconnection services and to inform you about products and services offered by its related companies and third party suppliers. These other companies may also use your details to contact you directly about their products and services. See connectnow's Privacy Policy for further details, including your rights to access and correct the information held about you at connectnow.com.au. Third party service providers (who may transfer your data overseas) may have their own Privacy Policy, which you can request from them. You consent to connectnow continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, connectnow is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. Connectnow may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. If you nominate an alternative contact person on this application, you authorise them to act on your behalf to arrange moving, connection and disconnection services, including accepting third party terms. You warrant that you are authorised to make this application on behalf of all applicants and alternative contact persons listed and that each person has consented and agreed to the handling of their personal information on the same terms as you have.

Signature Date PM ID