



Residential Tenancy Application

Thank you for applying for a property with LITTLE Real Estate. We look forward to working with you and building a lifetime relationship. You will receive a progress update within 24 hours of lodging your application. If you need to contact us in the meantime, please call us on 02 9301 5600 or email us on the office email addresses below.

Where did you first see this property advertised? (please tick)

<input type="checkbox"/> Our rent list realestate.com.au	<input type="checkbox"/> Relocation agent domain.com.au	<input type="checkbox"/> For lease sign littlerealestate.com	<input type="checkbox"/> Other
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Which LITTLE office are you applying to: (please tick)

<input type="checkbox"/> Bondi Beach 19 Hall Street, Bondi Beach leasing.bondibeach@little.com.au	<input type="checkbox"/> Ryde 97 Blaxland Road, Ryde leasing.ryde@little.com.au
<input type="checkbox"/> Central Ground Floor, Centennial Plaza Tower C, 300 Elizabeth Street, Sydney NSW 2000 leasing.central@little.com.au	<input type="checkbox"/> St Leonards Level 1, 33 Chandos Street, St Leonards leasing.stleonards@little.com.au
<input type="checkbox"/> Hurstville 293 Forest Road, Hurstville leasing.hurstville@little.com.au	

Information for Applicants

So that we can process your application quickly, please use the checklist below and ensure all information has been completed and support documents provided.

- All applicants whose names are to appear on the lease agreement have inspected the property
- The property address, commencement date and lease term are completed at the top - Page 2, section A1, 2 and 3)
- Any letters confirming employment or Centrelink statement are provided
- You have indicated if there will be pets of any kind residing in the premises - Page 2, section B6
- All phone numbers and contact details have been provided
- 100 points of identification have been provided - Page 4, section I

Collection statement

We collect your personal information for the purposes of assessing the risk of leasing the rented premises to you, processing your tenancy application, preparing the tenancy agreement, collecting rental payments and other purposes related to the management of your tenancy. We also collect personal information about you for the purpose of delivering and improving the services we provide. It is generally our policy not to disclose information to external organisations however, we may disclose personal information about you to: other related entities of LITTLE Real Estate, the property owner, their lawyer or contractors, rental bond authority, insurance providers, tradespeople and service providers, tenancy tribunals and court, tenancy database operators (TRA PO Box 372, Rose Bay NSW 2029, ph 02 9363 9244), mercantile agents, referees you have nominated and **Connectnow Pty Ltd.**

For further information please refer to our Privacy Policy: littlerealestate.com.au/privacy.policy

A. Rental property address

1a. Preference 1			
1b. Preference 2			
2. Preferred commencement date			
3. Term	years/months	Weekly rental \$	

B. Application details (please complete one application per person)

4. Name (please circle)	Mr	Mrs	Ms	Miss	Dr
First Name				Surname	
5. Other applicant name/s (list all adults to reside at the property)					
6. Number of people to occupy					
Adults	Children		Ages of children		
Pets Y/N	Number of pets		Type of pet/breed		Inside/outside
7. Identification (attach photocopy)					
Date of birth			Car registration		
Driver's licence number			State	Expiry	
Passport number			Country	Expiry	
8. Current address					
9. Contact details					
Home number			Work number		
Mobile number			Email		

C. Home owners (if you are renting please go to question 11)

10. Details of home owner			
This homes is to be (please circle)	Sold	Rented	Retained
Details of selling/listing agent			
Name			
Contact number			
Sale/rental amount			
How long have you owned this home			

D. Landlord/agent details

11. Name of current	Estate Agent	Private landlord (please circle)
Name		
Contact number		
Weekly rental	\$	
Length of tenancy		
Reason for moving		
If you are renting from a private landlord, please attach a copy of the lease agreement and rent history		

E. Previous landlord/agent details – if less than three years in current property

12. Name of previous	Estate Agent	Private landlord (please circle)
Name		
Property address		
Contact number		
Weekly rental	\$	
Length of tenancy		
Reason for moving		
If you were renting from a private landlord, please attach a copy of the lease agreement and rent history.		

F. Employment

13. Current employer			
Contact name		Phone	
Employment address			
Your position			
Employed since		Net income per month	\$
Please circle	Full time	Part time	Casual

If self employed

Accountant		Phone	
Type of business		ABN	
Will you operate your business from home (please circle)		Yes	No

13a. Additional sources of income

Previous employer – if less than 3 years in current employment

Employer name		Phone	
Position held		Period employed	

13b. **Full time students please complete** - Photocopy of student card must be supplied

Course name			
College/university		Contact name	
Student number		Phone	

Do you receive income from your parents, if so please state the current amount per week \$

Parents details

Name		Phone	
Address			

G. References (not next of kin)

14. Professional references			
Name		Phone	
Name		Phone	
Name		Phone	

H. Emergency contact (not residing with you)

Next of kin		Relationship	
Address			
Phone			

I. Identification requirements

Applicants must supply a minimum of three types of ID from the list below with a minimum total of 100 points. ID must include at least one type of photo ID plus the applicant's current residential address and date of birth.

<input type="checkbox"/> Drivers licence and or passport – 40 points	<input type="checkbox"/> Current rates notice – 40 points
<input type="checkbox"/> Birth certificate and or other photo ID – 30 points	<input type="checkbox"/> Current salary advice – 30 points
<input type="checkbox"/> Rent receipts x 2 – 20 points	<input type="checkbox"/> Bank statement – 20 points
<input type="checkbox"/> Electricity, gas or phone account – 10 points	<input type="checkbox"/> Car registration – 10 points

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 property owner, I agree to enter into a Residential Tenancy Agreement pursuant to the Residential Tenancies Act.

I acknowledge/confirm:

- That my application to lease this property is subject to the owner's approval and the availability of the premises on the lease commencement date.
- My application will be submitted to the owner on the basis that future rent is paid by Direct Debit.
- That I am not bankrupt.
- No action will be taken against the owner or agent if the application is unsuccessful.
- No action will be taken against the owner or agent, if, following acceptance of the application the premises is unavailable for occupation on the lease commencement date, for whatever reason.
- I will be required to pay rental in advance and a rental bond, subject to owner's approval of my application.
- All information contained in this application is true and correct to the best of my knowledge and has been provided freely.
- I have inspected the property and am satisfied that the premises are in a reasonably clean condition.
- I am responsible for ensuring the **main power switch is turned off** to enable power to be connected.
- The premise is a "Smoke Free Zone" and I/we will ensure there is no smoking inside the premises.
- If I default under the rental agreement, the Agent may disclose details of any such default to any person that the Agent reasonably considers has an interest in receiving such information.
- I am responsible to have all services such as telephone, gas, electricity and water connected in my name to coincide with the date of occupation.
- I authorise the Agent to obtain details of my credit worthiness from the owner or agent of my current and previous residences, current and previous employers, my personal and professional referees, any record, listing or database of defaults by tenants.

I am aware that, if information is not provided or I do not consent to the use of my personal information, as the agent you are unable to recommend my application to the property owner. I confirm that I have read and understand the collection statement on page 2.

Signed

Name

Date