

# TENANCY APPLICATION



PROPERTY

Address:	
Weekly Rent:	Intended Commencement Date:

PERSONAL DETAILS

Name:		Date of Birth:	
Drivers Licence:	Mobile:	Email:	
Occupation:		Emergency Contact: <i>(Name &amp; Number)</i>	
Pets:	Kids:	Occupants:	

CURRENT ADDRESS

Address:	
Agent:	Weekly Rent:
Email:	Contact Number:
Reason for Leaving:	

PREVIOUS ADDRESS

Address:	
Agent:	Weekly Rent:
Email:	Contact Number:
Reason for Leaving:	

EMPLOYMENT

Employer:	
Role:	Length of Employment:
Full-Time / Part-Time / Casual	Contact Number:
Email Address:	Net Weekly Income:

REFERENCES

1.	Name:	Relation:	Contact:
2.	Name:	Relation:	Contact:
3.	Name:	Relation:	Contact:

100 POINTS OF ID

Drivers Licence (40)		Rent Receipts x 2 (20)	
Passport (40)		Electricity Bill (10)	
Birth Certificate (30)		Gas Bill (10)	
Other Photo ID (30)		Water Bill (10)	
Medicare Card (20)		Phone Bill (10)	
Bank Card (20)		Rego Papers/Car Insurance (10)	
Payslips/Centrelink Statement (20)		Bank Statement (10)	

DISCLAIMER & PRIVACY

I apply for approval to rent the premises referred to in this form. I acknowledge that my application will be referred to the landlord of the property for their approval and if the application is approved, a Residential Tenancy Agreement will be prepared.

I declare that I am not bankrupt and that the information provided by me is true and correct. I have inspected the premises and wish to apply for tenancy of the premises for a period of \_\_\_ months, at a rental amount of \$ \_\_\_\_\_ per week, commencing on date: \_\_\_\_\_

'Move Me In' will contact you regarding services that are available to the rental property (e.g. Electricity, gas, phone, internet)

**PLEASE NOTE: Your application will not be processed unless you provide ALL documentation as requested above.**

I hereby offer to rent the property from the owner under the lease to be prepared by the Agent. Should this application be accepted by the Landlord I agree to enter into a Residential Tenancy Agreement pursuant to the Residential Tenancies Act 1997. 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 accepted the premises and am not bankrupt. I also authorize the Agent to obtain person information form: (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 organizations 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 any Tenancies Database. 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 that I may access personal information on the contact details provided.

Applicant Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return the completed form along with required documents to [reception@prd.net.au](mailto:reception@prd.net.au)  
 1/27 Lawson Street, Penrith NSW 2750  
 (02) 4732 3711