

PROPERTY DETAILS

Property Address:

Date Inspected:

Lease Start Date:

Rent Per Week:

Tenancy Period 6 months / 12 months

No. of Adults:

No. of Children & Age:

Pet Details: Breed & Age.

Inside / Outside

TENANT DETAILS

Full Name:

DOB:

Home Phone:

Mobile Phone:

Email Address:

Smoker: Yes / No

Drivers Licence:

Passport No.:

Emergency Contact Name & Number:

Do you have an existing NSW Rental Bonds Online Account you wish to use for this tenancy: Yes / No

CURRENT PROPERTY DETAILS

Property Address:

Rent / Home Ownership:

Weekly Rent Amount:

Length of Tenancy:

Reason for Leaving:

Agent / Landlord Name:

Contact Number:

PREVIOUS PROPERTY DETAILS

Property Address:

Rent / Home Ownership:

Weekly Rent Amount:

Length of Tenancy:

Reason for Leaving:

Agent / Landlord Name:

Contact Number:

EMPLOYMENT/STUDY DETAILS

Employer Name:

Position:

Net weekly income:

Length of Employment:

Contact Name & number:

Full time / Part time / Casual

Centrelink Payment Type:

Fortnightly Payment:

Institution/provider:

Course Name:

Fulltime / Part time / Casual

Course Completion:

IDENTIFICATION DOCUMENTS

Please ensure you attach the required documents as outlined below with your tenancy application. You must include at least one document from each selection listed below.

1 – PHOTO ID

Drivers Licence, Passport and/or Photo ID Card

2 – PROOF OF ADDRESS

Current Gas / Electricity and/or Rates (if applicable)

3 – PROOF OF INCOME

Two x Payslips, Centrelink and/or bank statements

4 - OTHER

Car Registration, Bank Debit Card and/or Medicare Card

APPLICATION REQUIREMENTS

The Application must be completed in full & relevant documentation must be submitted before the application can be processed.

Identification must be submitted with each application

We require the lease signed within 48 hours once your application has been accepted

TENANCY ACCEPTANCE

The bond, which is equivalent to four weeks rent is payable online direct to the NSW Fair Trading Rental Bond Board

An email with payment instructions will be issued to you after the signing of your lease

A further two weeks rent is required upfront via EFT payment.

APPLICATION DECLARATION:

1. I hereby acknowledge by signing this form that my contact information will be provided to the PRD Smarter Connect team who offer a FREE connection service (for example electricity, gas and internet). A representative will make contact within 24hours of application approval and this is a no obligation FREE service offered to PRDnationwide Albury clients.
2. 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, the tenant, accept the property in the condition it was in when inspected. I authorise the Agent to obtain personal information about me from: (a) The owner or the Agent of my current or previous residences; (b) My personal referees and employer/s; (c) Any record listing or database of defaults by tenants such as TICA, NTD or TRA for the purpose of checking my tenancy history. I am aware that I may access my personal information by contacting: TICA 1902 220 346 or website www.tica.com.au NTD 1300 563 826 TRA (02) 9363 9244 I am aware that the Agent will use and disclose my personal information within this application in order to: (a) communicate with the owner and select a tenant (b) prepare lease/tenancy documents (c) allow trades-people 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 check with TICA 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 am aware that I may access personal information on the contact details above. I also have the right to correct this information if inaccurate, out of date or incomplete with the relevant parties.
3. We ask that you only provide copies of your personal documents for the purpose of reference checking. For your privacy and protection, all documents will be destroyed in the case where your application is unsuccessful.



I hereby acknowledge that if my application is accepted, PRD Albury-Wodonga will utilise my provided email address to issue correspondence including but not limited to, routine inspection letters, arrears notifications & rental receipts.

APPLICANTS NAME

DATE

APPLICANTS SIGNATURE