

APPLICATION FOR TENANCY

PROPERTY DETAILS

Address of the property: _____

Move in date: _____ Length of lease: 6 / 12 months (please circle) Rent: _____

Number of occupants: _____ Adults: _____ Children: _____ Ages: _____

Names and ages of other occupants for this property: _____

Relationship to you: _____

PERSONAL DETAILS

Title: _____ Given name(s): _____ Surname: _____

Current Address: _____

Home phone: _____ Work phone: _____ Mobile: _____

Email: _____ Date of Birth: _____

Drivers License: _____ State of issue: _____

Passport Number: _____ Passport Country: _____

Smoker: Y / N Pets: Y / N Describe: _____ Vehicle Registration No. _____

NEXT OF KIN

Given name(s): _____ Surname: _____

Relationship: _____

Address: _____

Phone: _____ Mobile: _____ Email: _____

CURRENT TENANCY DETAILS

Length of occupancy: _____ Rent paid: _____

Reason for leaving: _____

Name of Landlord / Agent: _____ Phone: _____

PREVIOUS RENTAL HISTORY

Previous address: _____

Length of occupancy: _____ Rent paid: _____

Reason for leaving: _____

Name of Landlord / Agent: _____ Phone: _____

CURRENT EMPLOYMENT

Occupation: _____ Full time/part time/Casual
Length: _____ Salary: _____
Employer: _____
Employers address: _____
Contact name: _____ Contact number: _____

SELF EMPLOYED

Business type: _____
Accountants name: _____ Accountants number: _____
ABN: _____ Position held: _____

PREVIOUS EMPLOYMENT

Occupation: _____ Full time/part time/Casual
Length: _____ Salary: _____
Employer: _____
Employers address: _____
Reason for leaving: _____
Contact name: _____ Contact number: _____

PLEASE ANSWER THE FOLLOWING

Have any of your previous tenancies been terminated YES / NO
Are you in debt to another lessor or Agent: YES / NO
Is there an existing reason that may affect your rent payment YES/ NO

If yes to any, please provide details: _____

I, the applicant, do solemnly and sincerely declare that I am not bankrupt or an undischarged bankrupt and affirm that the information given in this application is true and correct.

Signature of Applicant

Date

PRIVACY POLICY

The personal information the prospective tenant provided in this application or collected from other sources is necessary for the Agent to verify the Applicant's identity, to process and evaluate the application and to manage the tenancy. Personal information collected about the Applicant in this application and during the course of the tenancy, if the application is successful, may be disclosed for the purpose for which it was collected to other parties including to the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy databases may also be disclosed to the Agent and/or Landlord. If the Applicant enters into a Residential Tenancy Agreement, and if the Applicant fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the Applicant during the course of the tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and/or other agents.

If the Applicant would like to access the personal information the Agent holds, they can do so by contacting the Agent at the address and contact numbers contained in this application. The Applicant can also correct this information if it is inaccurate, incomplete or out-of-date.

If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

Applicant's Signature

Date

Applicant Name: _____

Current Address: _____

I have inspected the above mentioned premises and wish to take a tenancy for such premises for a period of _____ weeks/months, at a rental of \$_____ per week/month and that the rental to be paid is within my means. I undertake to pay a rental bond as requested upon signing of a Residential Tenancy Agreement.

RENTAL PAYMENT

I/we acknowledge that rent must always be paid in advance.

I/we acknowledge that Cassidy Real Estate requires rent to be paid by DEFT payment system, or Advantage Card.

I/we acknowledge that Cassidy Real Estate do not accept cash, and should not have to chase us for rental payment.

Applicant's signature

Date

Email: pm@cassidyre.com.au

Address: 108 Pittwater Road, Gladesville

Cassidy.
REAL ESTATE

With your application you are required to provide photocopies of...

Photo Identification – drivers license or passport

Rental Ledger or rent receipts – showing a history of your rental payments.

If you have sold your home, please provide a copy of your rates notice or water bill and the selling agent's details.

Evidence of income – pay slip or letter from employer. If self employed a letter from your accountant or your last tax return. If unemployed a letter from Dept. of Social Security confirming your payments.

Photocopies of current bank account statement

Proof of address – Photocopy of current phone/mobile bill, electricity bill, etc

Photocopy of Medicare Card

References – a written rental reference and any other written references.

**** IMPORTANT NOTICE TO ALL APPLICANTS ****

ALL APPLICATIONS TO BE SUBMITTED BY 10AM MONDAY MORNING

Applications that are incomplete **will not be processed**. Should you have any questions whilst completing the form, please contact our office on **8876 6200**.

If you are in a shared arrangement and not all are to be listed on the lease, it is essential that each person who wishes to reside in the premises complete additional application forms in full.

Every person over the age of 18 must complete an application form and provide references.

Holding deposits are not accepted until applications are approved.

Once a holding deposit is paid, if the tenant wishes to withdraw application they forfeit the deposit.

We do not accept transfers of bonds.

If your application is unsuccessful, your application & all of its attachments will be put through the shredder

The agent on behalf of the owner reserves the right to deny or accept this application. No further correspondence will be entered into.

The property will remain on the market until an application has been approved.

If the application is accepted we require – Two (2) weeks rent & Bond (4 weeks rent), made payable to **Cassidy Real Estate by bank cheque or money order**.

We will not accept cash under any circumstances.

Our office hours are Monday to Friday 8.30am to 5pm & Saturday 8.30am to 1:00pm

Email: pm@cassidyre.com.au

Address: 108 Pittwater Road, Gladesville

Cassidy.
REAL ESTATE



Cassidy Real Estate
 108 Pittwater Road, Gladesville NSW 2111
Phone: 02 8876 6200
Email: cassidy@cassidyre.com.au
Website: cassidyre.com.au



Direct Connect is a *free* service that can connect you to the following utilities and services in your *new home*



Electricity



Gas



Phone



Internet



Pay TV



Removalists



Cleaning

Who's moving?

Title: First Name:

Last Name:

Date of Birth: Day Month Year

Mobile phone no:

Home phone no: Work phone:

Email address:

Connection date: Day Month Year

I'm in!

YES

- Cassidy Real Estate providing my personal information to Direct Connect including name, address, email and phone number.
- Direct Connect contacting me by phone, SMS and/or email during my move in relation to electricity, gas and the other services set out above.
- Direct Connect obtaining metering information for the premises I am moving to.

Applicant 1

Signature Date

Applicant 2 (if applicable)

Signature Date
 Name Phone

Privacy Collection Statement: Direct Connect Australia Pty Limited (DCA) is collecting your personal information for the purposes of contacting you in relation to your utilities and services connections. DCA will otherwise collect, use and disclose your personal information for purposes set out in its Privacy Policy at www.directconnect.com.au/privacypolicy/. This information may be disclosed to third parties that help DCA deliver its services. The Privacy Policy explains how DCA will collect, use, store and disclose your personal information, the consequences for you if DCA does not collect this information, and the way in which you can access and seek correction of your personal information or complain about a breach of the Privacy Act. To obtain further information, you can contact DCA on 1300 664 715.

*For Terms and Conditions visit directconnect.com.au/guarantee

Property for connection:

Unit/Floor No: Street No:

Street Name:

Suburb:

State: Post Code:

Postal address (if different):

Unit/Floor No: Street No:

Street Name:

Suburb:

State: Post Code:

ALWAYS ON. GUARANTEED.



We guarantee that when you connect with one of our leading electricity and gas suppliers, your services will be connected on the day you move in.*

If it's not connected by move-in day, we'll get it sorted and cover reasonable out-of-pocket expenses resulting from the delay.