

Tenancy application form

Thank you for choosing a McGrath property. Please complete this application thoroughly so we can process it as quickly as possible. Please note the following important points:

1. We require all our tenants to pay rent by direct debit from a nominated bank account.
2. This application must be accompanied by a copy of your driver's licence or passport for identification purposes.
3. If there is more than one applicant, a separate application form is required for each applicant.
4. If the application is approved, you will be required to provide either a bank cheque or money order for the rental bond, and first two weeks' rent.
5. When this form has been completed, please email to

Rental property:

property address

Tenancy requirements:

length of tenancy (months)	rent \$ per week	commencement date
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Occupancy details:

no. of occupants who will live in this property	no. and ages of children (if any)	no. and type of pets
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Applicant's details:

name	email	
address		
home phone	work phone	mobile phone

Personal details:

date of birth	drivers licence number	drivers licence state of issue
passport number	country of issue	no. vehicles <small>(Including caravans and trailers)</small>

connectnow.

We get things sorted.

Moving is made easier with connectnow.

1300 554 323

info@connectnow.com.au

connectnow.com.au

Connectnow is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a broad choice of leading providers. We can also organise your disconnections from selected providers.

Our connection service is free of charge to you. Connectnow may receive commissions or fees from its service providers for referrals or connections and may pay a fee to the real estate agent listed on this application form in respect of the provision of the services provided to you by Connectnow. Property Stock and Business Agents Act 2002: In respect of services that the Tenant agrees to arrange through Connect Now Pty Ltd, which may include electricity, gas, home bundles, internet, pay TV or telephone, McGrath discloses that it may receive referral fees of up to a total of \$180 in aggregate. Some service providers may charge a standard connection/set up fee. We will make all reasonable efforts to contact you within 1 working day of receiving this application to explain the details of the services offered. If we are unable to contact you within this period please call 1300 554 323 to ensure your services can be addressed by the required date.

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. 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.

YES, I accept the Terms. Please call me to connect my new home services.

signature of applicant:	date	I.D. (office use only)
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Current rental details: Address

current rent \$ _____ per week	how long have you lived there? _____ months	reason for leaving
agent/landlord	work phone	

Previous rental details:

previous property address

current rent \$ _____ per week	how long did you live there? _____ months	reason for leaving
agent/landlord	work phone	

No rental history (home owner):

property address

selling agent or managing agent	contact details
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Current employment:

current employer (company)	employer address	
contact name (manager)	contact's work phone	your position
length of employment <small>(if less than six mths complete Previous Employment Details)</small>	net income \$ _____ per week	full time or part time?

Previous employment:

previous employer (company)

contact name (manager)	contact's work phone	your position
length of employment	net income \$ _____ per week	full time or part time?

Emergency contact details (not residing at premises):

name	relationship	contact phone
address		

Personal/business references: (not relatives)

name	occupation	work phone
address		
name	occupation	work phone
address		

How did you find out about this property:

- Internet (please specify) mcgrath.com.au domain.com.au realestate.com.au
 For lease board
 Sydney Morning Herald Local newspaper Other _____

Confirmation

I confirm the following:

1. During my inspection of this property I found it to be in a reasonably clean condition. yes no
2. If "No," I believe the following items should be attended to prior to the commencement of my tenancy. I acknowledge that these items are subject to the landlord's approval.

3. I acknowledge that this is an application to rent this property and that my application is subject to the Landlord's approval.
4. I confirm having received a copy of this application for my retention.
5. I consent to the information provided in this application being verified and a reference check on Trading Reference Australia (TRA) being undertaken.

Application:

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 for the premises will be prepared.

I declare that I am not a bankrupt or an undischarged 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 of \$ per week.

I undertake to pay the monies detailed below by a bank cheque or money order made payable to McGrath Property Management upon signing the Residential Tenancy Agreement.

Statement of costs:

Rental bond	<input type="text" value="\$"/>
Rent in advance (Two weeks' rent)	<input type="text" value="\$"/>
TOTAL	<input type="text" value="\$"/>

Lodge Bond Online Yes No

If a holding fee is being paid on the property, the following conditions will apply:

1. A Holding Fee will only be accepted once an application has been approved by the landlord.
2. The Holding Fee of \$, is equivalent to one week's rent to reserve the premises in favour of you for the period of seven days.
3. That during this period, the premises will not be reserved for any other applicant, nor will a Holding Fee be received from any other applicant.
4. The Holding Fee will be paid towards the initial rent for the premises.
5. That should the applicant decide not to proceed, the Landlord may retain the full amount of the holding deposit.
6. That the Holding Fee will be banked into a Trust Account and any refund given will be by way of EFT.

McGrath Property Management, acting for the landlord of the premises, acknowledges receipt of the above application and the accompanying Holding Fee and agree:

1. To reserve the premises for the period in accordance with the conditions above stated.
2. To prepare a Residential Tenancy Agreement for the premises.

<input type="text" value="applicant's signature"/>	<input type="text" value="date"/>
<input type="text" value="agents signature"/>	<input type="text" value="date"/>

THE FOLLOWING INFORMATION AND DOCUMENTATION IS REQUIRED BY EACH APPLICANT:

Identification (at least 100 points must be provided)

If you are a non-Australian resident we will also require a copy of your visa.

Should you not be able to meet the 100 check points, please phone your property management team.

Primary Documents

70 points (Only one of the following may be claimed)

- Birth certificate/extract
- Citizenship certificate
- Current passport (current or expired within the last two years, but not cancelled)

Secondary Documents

40 points (Must have a photograph and a name)

- Driver's licence issued by an Australian State or Territory
- Adult proof of age photo card issued by an Australian State or Territory
- Identification card issued to a public employee
- An identification card issued to a student at a tertiary education institution

35 points (Must have name and address on)

- Council rates notice
- Document from your current employer or previous employer within the last two years

25 points (Must have name and signature on)

- Marriage certificate (for maiden name only)
- Credit card
- Foreign driver licence
- Medicare card (signature not required on Medicare card)
- EFTPOS card

25 points (Must have name and address on)

- Records of a public utility - phone, water, gas or electricity bill
- Lease/rent agreement
- Rent receipt from a licensed real estate agent

Please also attach the following documents

Proof of rental history

- Last four rental receipts or
- Printout of rental ledger

Proof of current address

- Utility statements (no greater than six months old) or
- Council rates notice

Proof of income

- 3 previous pay slips or
- Bank statement or
- If self-employed - tax returns and business registration

References

- Minimum 2 written references from previous agent or landlord; and/or
- Written reference from employer or friend