

Karna Kilburn Real Estate

With more than 19 years of Experience in Real Estate!



BERRIGAN NSW 2712

Phone: 0419 102 926

Email: karna@kilburnrealestate.com.au

Website: www.kilburnrealestate.com.au

TENANCY APPLICATION FORM NSW

PROPERTY ADDRESS (You are applying for!) _____

PROPERTY RENTAL PER WEEK _____

PERSONAL DETAILS TO BE ATTACHED WITH APPLICATION

APPLICATION NAME: (Each adult must fill out an application form)

Mr Mrs Ms Miss Other

SURNAME _____ GIVEN NAME/S _____

DATE OF BIRTH _____ COUNTRY OF BIRTH _____

DRIVERS LICENSE NUMBER & STATE _____ VEHICLE REGISTRATION _____

MAKE OF VEHICLE _____ YEAR: _____ MODEL _____

MOBILE NUMBER _____ EMAIL _____

NUMBER OF ADULT OCCUPANTS: _____ NUMBER OF CHILDREN & AGES: _____

CURRENT RENTAL ADDRESS _____

CURRENT RENTAL AGENT _____ CONTACT NO: _____

HOW LONG AT CURRENT ADDRESS _____

RENTAL AMOUNT PER WEEK _____

WHY ARE YOU LEAVING THIS ADDRESS _____

LEDGER OF CURRENT RENTAL ADDRESS (COPY) _____

- | | |
|---|---|
| <input type="checkbox"/> Drivers License | <input type="checkbox"/> Pension/Health Care Card (if applicable) |
| <input type="checkbox"/> Medicare Card | <input type="checkbox"/> Centrelink Statement (if applicable) |
| <input type="checkbox"/> Income Statement | <input type="checkbox"/> Type of Centrelink Payment (if applicable) |
| <input type="checkbox"/> Vehicle Registration | <input type="checkbox"/> Passport Country (if applicable) |
| <input type="checkbox"/> Last Pay Slip | |

Karna Kilburn Real Estate

With more than 19 years of Experience in Real Estate!



BERRIGAN NSW 2712

Phone: 0419 102 926

Email: karna@kilburnrealestate.com.au

Website: www.kilburnrealestate.com.au

TENANCY APPLICATION FORM NSW

PREVIOUS RENTAL ADDRESS

PREVIOUS RENTAL ADDRESS _____

PREVIOUS RENTAL AGENT _____ CONTACT NO: _____

BOND WAS IT REFUNDED YES _____ NO _____

HOW LONG DID YOU RENT AT THIS ADDRESS _____

EMPLOYMENT HISTORY

NAME OF CURRENT EMPLOYER _____

ADDRESS OF EMPLOYER _____

CONTACT NUMBER OF EMPLOYER _____

PERIOD OF EMPLOYMENT _____

INCOME PER WEEK (NET) _____

FULL TIME _____ PART TIME _____

EMERGENCY CONTACTS

SURNAME _____ GIVEN NAMES _____

RELATIONSHIP TO YOU _____ HOME PHONE _____

WORK PHONE _____ MOBILE PHONE _____

EMAIL ADDRESS _____

PETS

DOGS HOW MANY _____

WHAT BREED OF DOG/S _____

CATS HOW MANY _____



TENANCY APPLICATION FORM NSW

BERRIGAN NSW 2712

Phone: 0419 102 926

Email: karna@kilburnrealestate.com.au

Website: www.kilburnrealestate.com.au

REFERENCES PLEASE PROVIDE TWO PERSONAL OR BUSINESS REFERENCES (Not related to You)

(A) SURNAME _____ GIVEN NAMES _____

RELATIONSHIP TO YOU _____ PHONE _____

(B) SURNAME _____ GIVEN NAMES _____

RELATIONSHIP TO YOU _____ PHONE _____

100 POINT CHECK

Please provide non-returnable copies of personal details including references

(1) Proof of Identity Provide one of the following (30 Points) Tick appropriate Box!

You must provide one of the following

Drivers License OR Passport OR Birth Certificate

(2) Proof of Income (30 Points) Tick appropriate Box! At least one of the following

Last Pay Slip OR Current Centrelink Statement OR Current Bank Statement

(3) OTHER SUPPORTING DOCUMENTATION (40 POINTS) Tick appropriate Box! A must of 40 points

- | | | |
|---|-----------|--------------------------|
| Two Written References | 20 Points | <input type="checkbox"/> |
| Current Electricity or Phone account | 10 Points | <input type="checkbox"/> |
| Last 2 Rental Receipts | 20 Points | <input type="checkbox"/> |
| Current Rental Ledger (From Current Rental Agent) | 40 Points | <input type="checkbox"/> |
| Vehicle Registration Papers (copy) | 10 Points | <input type="checkbox"/> |

TOTAL POINTS (Minimum of 100 Points Required) (1-2-3)

BERRIGAN NSW 2712

Phone: 0419 102 926

Email: karna@kilburnrealestate.com.au

Website: www.kilburnrealestate.com.au

TENANCY APPLICATION FORM NSW

DECLARATION

I confirm that all the information I have given is true and correct. Tick YES OR NO

I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in the application is true and correct and given of my own free will.

I authorise the Agent to obtain personal information from:

- (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 tenant.

I understand that if I default on my tenancy or rental obligations I may be listed with the Tenancy Default Database until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent. I also understand that the Agent may list me as an excellent tenant if my obligations during my tenure are fully compliant and are of a high standard.

I am aware that the Agent will use and disclose my personal information in order to

- (a) Communicate with the owner/landlord and select a tenant
- (b) Prepare lease/tenancy documents
- (c) Allow organisations/tradespeople to contact me
- (d) Facilitate the sale of the property should it be placed on the market
- (e) Lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- (f) Refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (g) Refer to collection agents/lawyers (where applicable)

I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused.

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 may not provide me with the lease/tenancy of the premises. I am aware that I may access my personal information on the contact details above.

PRIVACY STATEMENT

The personal information you provide in this application or collected by our Agency from other sources is necessary for us to verify your identity, to process and evaluate your application and to manage the tenancy. Personal information collected about you in this application and during the course of your tenancy. If your application is successful, may be disclosed for the purpose for which it was collected to other parties including the Landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on these databases may also be disclosed to us and the Landlord. If you enter into a Residential Tenancy Agreement, and you fail to comply with your obligations under that Agreement, that fact and other relevant personal information collected during the course of your tenancy may also be disclosed to the Landlord, third party operators of tenancy reference databases and other agents. If you would like to access the personal information we hold about you, you may contact your Property Manager. You can also correct this information if it is inaccurate, incomplete or out of date. If the information required from you is provided by you, we may not be able to process your application and manage your tenancy.

Applicants Signature

Date

Print Name

Agents Signature

Date