

Should there be more than one applicant a separate application form should be completed for each applicant.

ADDRESS OF PREMISES APPLIED FOR

Carspace/Garage Number

PERSONAL DETAILS

Title: Mr/Mrs/Miss/Ms/Other

Date of Birth

Full Name

Present Address

Phone

Phone

Work

Home

Mobile

Fax

Email

Vehicle Registration No.

Driver's Licence No.

Passport No.

Expiry Date

Bank or Building Society

Branch

BSB

Account Number

EMPLOYMENT HISTORY

Employer's Name

Employer's Address

Phone

Mobile

Work

Email

Previous Employer

Employer's Address

Period of Employment

To

Phone

Mobile

Work

PERSONAL REFERENCES

Referee 1 - Name

Phone

Mobile

Work

Email

Referee 2 - Name

Phone

Mobile

Work

Email

EMERGENCY CONTACT

In Case of Emergency Name of Friend or Relative

Address of Friend or Relative

Relationship

Phone

Phone

Work

Home

Mobile

Email

TENANCY HISTORY

Name of Present Landlord/Agent

Phone

Mobile

Work

Length at Present Address

Current Rent Paid

Name of Previous Landlord/Agent

Phone

Mobile

Work

Address of Previous Premises Rented

OCCUPANT(S) DETAILS

Number of Persons Who Will Occupy Premises

Adults

Children

Ages of

Pets

Yes

No

Number

& Type

Smoker

Yes

No

Note: The Applicant acknowledges and consents to the Agent verifying personal and employment references and tenant history references.

Date

Signature of Applicant



DETAILS OF RENTAL

Type of Premises Furnished Unfurnished

Rent \$ per Commencing From

For a Period of Weeks

Note: A tenant must be permitted to pay the rent by at least one means for which the tenant does not incur a cost (other than bank fees or other account fees usually payable for the tenant's transactions) and that is reasonably available to the tenant.

Residential Tenancy Agreement

Residential Tenancy Agreement to be Signed on

at pm

Initial Payment

Rental Bond

Rent Months/Weeks

Days to \$

Sub Total \$

Less Holding Fee \$

TOTAL \$

Note: A tenant is not required to pay more than 2 weeks rent in advance but may elect to do so.

Initial payment must be made in cash or bank/building society/credit union cheque or money order. Personal cheques will not be accepted.

TENANT'S AGENT DETAILS

Insert name of tenant's agent (if any) and contact details. If appointed, all notices and documents given to the tenant must also be given to the tenant's agent.

Full Name

Present Address

Phone Work Phone Home

Mobile Fax

Email

ABN

The tenant agrees to notify the landlord or the landlord's agent in writing of any changes to these details within 14 days.

APPLICATION

I, the Applicant hereby apply for approval by the Owner of the premises referred to in this form to become the tenant of those premises on the terms and conditions contained in this form and in the Residential Tenancy Agreement to be drawn up by the Owner's Real Estate Agent.

HOLDING FEES FOR APPROVED APPLICANT

In accordance with Section 24 of the Residential Tenancies Regulation 2010, it is hereby acknowledged that the taking of the Holding Fee referred to in this Application for Tenancy Form is subject to the following conditions:

The Applicant, will pay a Holding Fee of \$ equivalent to days rent to reserve the premises in favour of the Applicant for a period of days from to

1. If the applicant has paid a holding fee, the landlord must not enter into a residential tenancy agreement for the residential premises with any other person within 7 days of payment of the fee (or within such further period as may be agreed with the tenant) unless the tenant notifies the landlord that the tenant no longer wishes to enter into the residential tenancy agreement.
2. A holding fee may be retained by the landlord only if the tenant enters into the residential tenancy agreement or refuses to enter into the residential tenancy agreement.
3. A holding fee must not be retained by the landlord if the tenant refuses to enter into the residential tenancy agreement because of a misrepresentation or failure to disclose a material fact by the landlord or landlord's agent.
4. If a residential tenancy agreement is entered into after the payment of a holding fee, the fee must be paid towards rent.
5. A tenant cannot be asked to pay a holding fee unless the tenant's application has been approved by the landlord and the holding fee does not exceed 1 week's rent of the residential premises.
6. It is Laing Real Estate policy that holding deposits are not refunded by cash. Such funds are refunded only by company cheque.

Details of any repairs or other work to be carried out by the Landlord:

Have you made an application for accommodation in any social housing, as defined in the Residential Tenancies Act 2010 or aged care facility?

Yes No If Yes, date application made

I, the Applicant, do solemnly and sincerely declare that I am not a bankrupt or an undischarged bankrupt and affirm that the above information is true and correct. I have inspected the above mentioned premises and wish to take a tenancy for such premises

for a period of weeks, at a rental of \$ per week and that the rental to be paid is within my means. I undertake to pay a rental bond in cash or as requested upon the signing of a Residential Tenancy Agreement.

I/We, Haul Holdings Pty Ltd

Trading as LAING REAL ESTATE

the Real Estate Agents, acting for the owner of the above premises acknowledge receipt of the above Application if the Applicant is approved to also prepare within the holding period, if any, a Residential Tenancy Agreement/Lease of the premises.

PRIVACY POLICY

The personal information the prospective tenant provides 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 the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy reference 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 outof-date. If the information is not provided, the Agent may not be able to process the application and manage the tenancy.

Signature of Applicant

Date

Signature of Real Estate Agent

Date

Note: A copy of this document shall immediately after signing be delivered to the applicant for retention.

100 POINT CHECK

In order for your application to be processed you must provide 100 points (minimum) of identification, one of which must be photo ID. The following documents are acceptable:

Current Drivers License	40 points	<input type="checkbox"/>	Previous 2 rent receipts or ledger	20 points	<input type="checkbox"/>
Passport	40 points	<input type="checkbox"/>	Employment references on letterhead	20 points	<input type="checkbox"/>
Birth Certificate	30 points	<input type="checkbox"/>	Motor vehicle registration	10 points	<input type="checkbox"/>
Other Photo ID	30 points	<input type="checkbox"/>	Bank Statements	10 points	<input type="checkbox"/>
Current wages advice	20 points	<input type="checkbox"/>	Telstra Account	10 points	<input type="checkbox"/>
Previous landlord references	20 points	<input type="checkbox"/>	Electricity Account	10 points	<input type="checkbox"/>

If you are self-employed, you are required to submit the following documents:

- Bank Statement
- Tax Return