



REALISTIC  
— REAL ESTATE —

## Requirement for All Applications

Thank you for your application to rent a property through Realistic Real Estate. Please ensure the application is fully completed so there are no delays in processing it.

### **ALL APPLICATIONS RECEIVED ARE SUBJECT TO LANDLORD'S APPROVAL**

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If your application is successful, please note the following:

**Before any application will be considered, each application must achieve a minimum of 100 checkpoints.**

- 1) The last 4 rent receipts
- 2) Drivers licence
- 3) Photo I.D.
- 4) Health care card or Medicare
- 5) Passport
- 6) 2 references from previous landlords or agents
- 7) Quarter or exit condition report
- 8) Current motor vehicle registration papers
- 9) Copy of previous phone account, electricity account, gas account, bank state
- 10) Copy of birth certificate.

**\*TWO (2) WEEKS RENT AS RESERVATION FEE (DEPOSIT) MUST BE PAID AS SOON AS POSSIBLE UNTIL SUCH TIME THE DEPOSIT IS PAID THE PROPERTY WILL REMAIN ON THE MARKET. \***

If an application for tenancy is withdrawn by the applicant once the deposit has been paid, the applicant is liable to pay the landlord the amount equivalent to the length of time the property has been reserved. (Eg. the property is reserved for 2 days, applicant is liable for 2 days rent). Acct. details: Realistic Real Estate. **CBA- BSB 062295 ACCT: 10495635**

One month's rent in advance & bond (the equivalent of four (4) weeks' rent or the equivalent to six (6) weeks' rent for furnished premises) must be paid by bank cheque no personal cheques will be accepted.

•ALL TENANTS MUST SIGN THE LEASE AND PAY ALL MONIES BEFORE THE KEYS ARE HANDED OVER.

•IT IS YOUR RESPONSIBILITY TO ENSURE THE ELECTRICITY, GAS & TELEPHONE ARE CONNECTED.

**Please Note:** If you require any further information please do not hesitate to Contact 0414 664 595 - Adriana of Realistic Real Estate or

Phone: 95683135

Please return to: 1/355 New Canterbury Road; Dulwich Hill 2203  
Tel: 95683135 Fax: 95683153

# Tenancy Application Form

This Application must be accompanied by a copy of the applicant's driver's licence or passport. If there is more than one applicant, an additional Application Form is required for each applicant.

	Rental property Address: _____		
<b>Tenancy requirements</b>	Commencement date: ____ / ____ / ____ Length of tenancy: _____ months		
<b>Applicant's full name and address</b>	Name: _____ Address: _____		
<b>Applicant's contact details</b>	<input type="checkbox"/> (Home) _____	<input type="checkbox"/> (Work) _____	<input type="checkbox"/> (Mobile) _____ E-
	Mail _____		
<b>Current rental details</b>	How long have you lived Current rent \$ _____ per week there? _____ months		
	Agent/Landlord _____ <input type="checkbox"/> (B) _____		
	Why are you leaving? _____		
<b>Previous address</b>	Address: _____		
	How long did you live there? Rent \$ _____ per week _____ months		
	Agent/Landlord _____ <input type="checkbox"/> (B) _____		
	Why did you leave? _____ Current		
<b>Employment</b>	employer: _____ Address: _____		
	Your position: _____ Contact name: _____		
	Length of employment _____ <input type="checkbox"/> (Business) _____		
	Nett monthly income \$ _____ Fulltime or Part time? (Circle one)		
<b>Personal details</b>	Date of birth: ____ / ____ / ____		
	Drivers licence no. _____ Passport no. _____		
	Card no. _____		
	Expiry date: ____ / ____ / ____		Expiry date: ____ / ____ / ____
<b>Occupancy details</b>	Total number of occupants who will live in this property: _____ Pets? YES/NO Number and ages of children (if any) _____ _____		
<b>Emergency contact details</b>	Name: _____		Address: _____
	_____		Relationship: _____
	_____ <input type="checkbox"/> (Work): _____		
<b>Personal/Business References (not relatives)</b>	Name Occupation <input type="checkbox"/> (Work)		
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

# Tenancy Application Form

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.

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.....

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 national tenancy databases being undertaken.

## Privacy statement

The personal information you provide in this application or collected by us 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 not provided by you, we may not be able to process your application and manage your tenancy.

## Application

I, the Applicant apply for approval to rent the premises referred to in this form and acknowledge that my application will be referred to the Landlord of the property for his / her / their acceptance and if the application is approved, to prepare a Residential Tenancy Agreement for the premises

I, the Applicant, 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 above premises and wish to apply for tenancy of the premises for a period of ..... months, at a rental of \$..... per month/fortnight.

I undertake to pay a Rental Bond and the first month's rent by bank cheque or money order made payable to **Realistic Real Estate** upon signing the Residential Tenancy Agreement.

## Statement of costs

Rental bond (4 week's rent) \$

Rent in advance (2 week's rent) \$

Total \$

\_\_\_\_\_  
\_\_\_\_\_

Applicant's signature ..... Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Agent's signature ..... Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

If a reservation fee is being paid on the property, the following conditions will apply (NSW only)

It is hereby acknowledged:

1. That the applicant has paid a reservation fee of \$..... equivalent to seven days rent to reserve the premises in favour of the applicant for the period (calculated on the basis that one day reserved equals one day's rent, subject to a maximum of seven days' rent).
2. The premises will be reserved for the applicant for a period of ..... days.
3. That during this period, the premises will not be reserved for any other applicant, nor will a reservation fee be received from any other applicant.
4. That should the landlord decline the application the reservation fee will be refunded to the applicant in full.
5. That should the landlord accept this application the reservation fee will be paid towards the rent for the premises.
6. That should the applicant decide not to proceed, the landlord may retain so much of the reservation fee as is equal to the amount of rent that would have been paid during the period the premises were reserved but shall refund the remainder (if any) of the reservation fee to the applicant on a pro-rata basis.
7. That the reservation fee will be banked into a trust account and any refund given will be by way of a trust account cheque. Realistic Real Estate, acting for the landlord of the premises, acknowledges receipt of the above application and the accompanying reservation fee and agree:
  1. To reserve the premises for the period and in accordance with the conditions above stated.
  2. To notify the applicant within the reservation period whether or not the applicant has been approved.
  3. If the applicant has been approved, to prepare a Residential Tenancy Agreement for the premises