

Tenancy application

General information

1. After viewing the property-fill out the attached application form COMPLETELY, leaving no blanks.
For start date, enter the earliest possible date that you will take the property after the available date, provide 100 points of ID and proof of income with the completed application form.
INCOMPLETE FORMS WILL NOT BE PROCESSED.
2. Rent is payable calendar monthly in full on the 10th day of each month. Please note our office is cash free.
3. Calendar monthly rent is calculated by the following approved formula:
Weekly rent divided by 7 multiplied by 365 divided by 12.
Eg: \$380 divided by 7 = 54.28 x 365 = \$19812.20 divided by 12 = \$1651.19 per month
4. A Bond equal to 4 weeks rent is required at the time of the lease sign. This can be paid by bank cheque or money order.
5. ALL people living in the property that are over the age of 18 years are required to complete an application form and be on the Tenancy Agreement (except dependant children). Joint applications need to be lodged together. ALL applicants must sign the application form.
6. The Agent is not obliged to contact all referees. The agent will only contact referees and complete TICA checks on preferred applications.
7. Please advise your referees that you have given their details to us. A delay in the ability to contact referees may mean that we are unable to present your application to the Landlord for approval.
8. The Final decision will be made by the lessor of the property & no reason for their decision will be given.

Applicants declaration

1. I/We understand and declare that the information supplied is true and correct and has been given by my/our own free will.
2. I/We understand and agree that this application will be processed through TICA (Tenancy Information Centre of Australia)
3. I/We acknowledge that I/we will make no claim or demand nor commence litigation against the lessor or his agent should the premises be found to be unavailable. I/We also understand that the agent is not obliged to disclose or supply any reason for the rejection of this application.
4. I/We acknowledge that the agent may refuse or cancel any application if any answers provided by me/us prove to be false.
5. I/We undertake to pay bond and initial rent payable upon the signing of the lease agreement.
6. I/We declare that I/we are not bankrupt or un-discharged bankrupt and affirm that the information supplied in this application is true and correct.
7. I/We agree that the address or email can be used for serving notices. I/We also agree to references being checked from previous rental properties.
8. I/We have been advised that a Consumer Affairs Booklet can be obtained from the Office of Fair Trading or Rental Bond Office.
9. I/We agree not to have a pet in or on the premises without permission in writing from the landlord or his agent.

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 purposes 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 lessor. If you enter into a Residential Tenancy Agreement, and you fail to comply with your obligations under that agreement, that fact and other personal relevant information collected during the course of your tenancy may be disclosed to the landlord, third party operators of tenancy databases and other agents. You may access the personal information we hold by contacting your property manager. You can correct inaccurate, incomplete or out of date information. If the required information is not provided by you, we may not be able to process your application and manage the tenancy. For more information visit ljhooker.com.au/privacy-policy

Signature Applicant one _____

Signature Applicant two _____

Witness signature _____

Witness signature _____

Date _____

Date _____

Property details

Address _____		
Start date _____	Lease term _____	
Rent Payable per week _____	Per Week: _____	
Number of Adults Occupying Property _____	Number of children _____	Ages of children _____
Fair Clause for Posted People Required? YES <input type="checkbox"/> NO <input type="checkbox"/>		

Utility connections

Moving home?
Relax, we've got you covered

A FREE* moving service to essential home services & utilities.



Phone: 1300 875 974

Fax: 1300 889 598

Email: assist@ljhooker.com

Website: assist.ljhooker.com.au

LJ Hooker Assist takes care of connecting all your home moving needs. We'll make your move easier, saving you time and effort. All you need to do is choose the services that best suit your home and lifestyle, and we'll look after the rest. We can connect your essential services including electricity, gas, home phone, internet, and Pay TV from a range of leading providers. We can also organise disconnections at your previous property and offer a range of home services such as cleaning, fresh food delivery, removalists and vehicle hire. Once we receive your contact request, we'll be in touch with you within one business day. If you prefer to kick things off earlier, you can call us on 1300 875 974.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following: CONNECTNOW Pty Ltd (ABN 79 097 398 662) ("LJ Hooker Assist") 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 LJ Hooker Assist's Privacy Policy for further details, including your rights to access and correct the information held about you at assist.ljhooker.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 LJ Hooker Assist continuing to market to you unless you opt out, including by emailing privacy@connectnow.com.au. To the extent permitted by law, LJ Hooker Assist is not responsible or liable for delayed or failed connections or the service providers' connection charges, which you must pay to them directly. LJ Hooker Assist may be paid a fee by service providers and may pay a fee to real estate agents relating to services provided to you. 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.

Identification

Before any application will be processed, each applicant must achieve a minimum of 100 check points, including atleast 1 form of photo ID
International applicants must supply a copy of their visa.

Four last rent receipts/Tenant Ledger	50 points	Rates Notice	20 points
Passport	50 points	Proof of Income	20 points
Photo Drivers License	40 points	Bank Statement	20 points
Other Photo ID	30 points	Motor Vehicle Rego Papers	10 points
Medicare Card	20 points	Copy of Birth Certificate	10 points

Condition of premises

Upon inspection did you find the property to be reasonably clean and in an acceptable condition? ☐ YES ☐ NO

If no-what in your opinion requires attention? _____

I/we acknowledge that besides any cleaning issues raised that the property will be supplied in its current condition with no further changes unless advised by the agent

I/We have inspected the above premises and wish to take a tenancy for such premises for a period ofmonths at a rent of \$..... Per week and that the rental to be paid is within my/our means. I give permission for the agent to carry out at their discretion any reference checks they consider necessary before allowing me to enter into a tenancy agreement.

Signature Applicant one _____

Signature Applicant two _____

Witness signature _____

Witness signature _____

Date _____

Date _____

○ Applicant one

First name _____	Title _____
Surname _____	DOB _____
Current Address _____	
Suburb _____	Postcode _____
Drivers Licence Number _____	State of issue _____
Passport Number _____ Country _____	Citizenship _____
Home Ph _____ Work Ph _____	Mobile _____
Work email address _____	
Home email address _____	

Occupation _____	
Employer _____	Contact name _____
Address _____	Phone _____
Length of employment Years _____ Months _____	Current Gross Monthly Wage \$ _____
Previous Occupation _____	
Employer _____	Contact name _____
Address _____	Phone _____
Length of employment: Years _____ Months _____	
If self employed Business Name _____	ABN _____
Business address _____	Accountant _____
Years in business _____	Personal Nett income P/W _____

○ Applicant one / Current housing details

Are you the Owner <input type="checkbox"/> Tenant <input type="checkbox"/>	Rent Paid \$ _____
Landlord/managing or selling agent _____	Ph _____
Reason for leaving _____	Time in property _____ to _____

○ Applicant one / Previous housing details

Property address _____	
Are you the Owner <input type="checkbox"/> Tenant <input type="checkbox"/>	Rent Paid \$ _____
Landlord/managing or selling agent _____	Ph _____
Reason for leaving _____	Time in property _____ to _____

○ Applicant one / Next of kin (not living with you)

Name _____	Relationship _____
Address _____	
Daytime Phone _____	Mobile _____

○ Applicant one / Personal referees (two required)

1 Name _____	Relationship _____
Daytime Phone _____	Mobile _____
2 Name _____	Relationship _____
Daytime Phone _____	Mobile _____

○ Applicant one / Additional details

Smoker Yes <input type="checkbox"/> No <input type="checkbox"/>	Indoor/outdoor _____
Pet Yes <input type="checkbox"/> No <input type="checkbox"/>	Indoor/outdoor _____ Age _____
Car/bike Yes <input type="checkbox"/> No <input type="checkbox"/>	Registration number _____

○ Applicant two

First name _____ Title _____
 Surname _____ DOB _____
 Current Address _____
 Suburb _____ Postcode _____
 Drivers Licence Number _____ State of issue _____
 Passport Number _____ Country _____ Citizenship _____
 Home Ph _____ Work Ph _____ Mobile _____
 Work email address _____
 Home email address _____

Occupation _____
 Employer _____ Contact name _____
 Address _____ Phone _____
 Length of employment Years _____ Months _____ Current Gross Months Wage \$ _____
 Previous Occupation _____
 Employer _____ Contact name _____
 Address _____ Phone _____
 Length of employment: Years _____ Months _____
 If self employed Business Name _____ ABN _____
 Business address _____ Accountant _____
 Years in business _____ Personal Nett income P/W _____

○ Applicant two / Current housing details

Are you the Owner ☐ Tenant ☐ Rent Paid \$ _____
 Landlord/managing or selling agent _____ Ph _____
 Reason for leaving _____ Time in property _____ to _____

○ Applicant one / Previous housing details

Property address _____
 Are you the Owner ☐ Tenant ☐ Rent Paid \$ _____
 Landlord/managing or selling agent _____ Ph _____
 Reason for leaving _____ Time in property _____ to _____

○ Applicant two / Next of kin (not living with you)

Name _____ Relationship _____
 Address _____
 Daytime Phone _____ Mobile _____

○ Applicant two / Personal referees (two required)

1 Name _____ Relationship _____
 Daytime Phone _____ Mobile _____
 2 Name _____ Relationship _____
 Daytime Phone _____ Mobile _____

○ Applicant two / Additional details

Smoker Yes ☐ No ☐ Indoor/outdoor _____
 Pet Yes ☐ No ☐ Breed _____ Indoor/outdoor _____ Age _____
 Car/bike Yes ☐ No ☐ Make/model _____ Registration number _____