

## Wingham

**APPLICANT/S NAME:** \_\_\_\_\_

**RENTAL PROPERTIES YOU ARE APPLYING FOR:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Have you viewed the property? Yes  No

Preferred Lease Length: \_\_\_\_\_ Preferred Lease Start Date: \_\_\_\_\_

Weekly Rent at Property: \$ \_\_\_\_\_ Bond Amount: \$ \_\_\_\_\_

You or someone on your behalf must view the property before we can proceed with processing your application.

Please note we require the following in order to process your application:

- This application form to be completely filled out and signed by all applicants.
- 100 Points of ID for all applicants over the age of 18.
- Proof of Income for all adult applicants (3x payslips, recent Centrelink statement & latest 3 months bank statement)

Drivers Licence/ Proof of Age Card	50 points	Medicare Card	30 points
Passport	50 points	Birth Certificate	30 points
Tenancy History Ledger	30 points	Health Care Card	30 points
Pay Slip or Centrelink Income Statement	20 points	Previous Tenancy Agreement	30 points
Bank or Credit Card Statements	30 points		

**OFFICE USE ONLY**

Date Received: \_\_\_/\_\_\_/\_\_\_

100 Points of I.D Received: \_\_\_\_\_

TICA: \_\_\_\_\_

Employment Confirmed: \_\_\_\_\_

Added to database: \_\_\_\_\_

Rental Reference Requested: \_\_\_\_\_

Received: \_\_\_\_\_

## Wingham

### APPLICANT 1 DETAILS:

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Are you or have you been known by another name? \_\_\_\_\_

Contact Number: H: \_\_\_\_\_ M: \_\_\_\_\_ W: \_\_\_\_\_

Email Address: \_\_\_\_\_

Drivers Licence / Proof of ID Number: \_\_\_\_\_ Car Rego Number: \_\_\_\_\_

Next of Kin (not living with you in case of emergency): \_\_\_\_\_

Contact Phone/s: \_\_\_\_\_ Email: \_\_\_\_\_

### Current Accommodation:

Address: \_\_\_\_\_

Owned  Rented Price p/w \$ \_\_\_\_\_ Name of Real Estate/Landlord: \_\_\_\_\_

Real Estate/Landlord Contacts: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Period of Occupancy: \_\_\_\_\_ to \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

### Previous Accommodation:

Address: \_\_\_\_\_

Owned  Rented Price p/w \$ \_\_\_\_\_ Name of Real Estate/Landlord: \_\_\_\_\_

Real Estate/Landlord Contacts: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Period of Occupancy: \_\_\_\_\_ to \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Was your bond refunded in full? \_\_\_\_\_ If No, Why? \_\_\_\_\_

### Income:

Income Type: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

Government payments received: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

Additional income: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

## Wingham

### APPLICANT 2 DETAILS:

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Are you or have you been known by another name? \_\_\_\_\_

Contact Number: H: \_\_\_\_\_ M: \_\_\_\_\_ W: \_\_\_\_\_

Email Address: \_\_\_\_\_

Drivers Licence / Proof of ID Number: \_\_\_\_\_ Car Rego Number: \_\_\_\_\_

Next of Kin (not living with you in case of emergency): \_\_\_\_\_

Contact Phone/s: \_\_\_\_\_ Email: \_\_\_\_\_

### Current Accommodation:

Address: \_\_\_\_\_

Owned  Rented Price p/w \$ \_\_\_\_\_ Name of Real Estate/Landlord: \_\_\_\_\_

Real Estate/Landlord Contacts: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Period of Occupancy: \_\_\_\_\_ to \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

### Previous Accommodation:

Address: \_\_\_\_\_

Owned  Rented Price p/w \$ \_\_\_\_\_ Name of Real Estate/Landlord: \_\_\_\_\_

Real Estate/Landlord Contacts: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Period of Occupancy: \_\_\_\_\_ to \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Was your bond refunded in full? \_\_\_\_\_ If No, Why? \_\_\_\_\_

### Income:

Income Type: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

Government payments received: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

Additional income: \_\_\_\_\_ Net weekly income: \_\_\_\_\_

## Wingham

### **ADDITIONAL INFORMATION:**

Please answer all questions to the best of your ability. Any false or misleading information will result in your application being declined.

1. Total number of tenants wishing to reside at the property?

Adults: \_\_\_\_\_ Children: \_\_\_\_\_

2. How many cars will reside at the property? \_\_\_\_\_

3. Do you have any pets? If yes, please provide details: \_\_\_\_\_

4. Do any of the applicants smoke? \_\_\_\_\_

5. Have any of the applicants ever had a tenancy terminated by a landlord or agent? If yes, please provide details: \_\_\_\_\_

6. Are any of the applicants in debt to another landlord or agent? If yes, please provide details:

\_\_\_\_\_

7. Have any deductions ever been made from your bond? If yes, please provide details

\_\_\_\_\_



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[www.ljhookerwingham.com.au](http://www.ljhookerwingham.com.au)

## Wingham

### TERMS & CONDITIONS/AUTHORITY & PRIVACY DISCLAIMER:

The personal information you, the prospective tenant, provide in this application or collected by us, the agent, 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 can do so by contacting LJ Hooker Wingham, Corner of Isabella and Bent Streets, Wingham NSW 2429

Phone: 02 6553 5511 Fax: 02 6557 0515 Email: [wingham@ljh.com.au](mailto:wingham@ljh.com.au)

In relation to the holding deposit of one weeks rent you are required to pay once your application has been approved, the Landlords agent acknowledges the following:

- A holding fee will only be accepted once an application has been approved by the landlord.
- The premises will not be let once a holding deposit has been paid, pending the preparation of a Residential Tenancy Agreement.
- Once the deposit is paid, the premises will not be reserved for any other applicant, nor will a holding fee be received from any other applicant.
- If the applicant decides not to enter into such an agreement, the landlord may retain the full holding deposit.
- If the Landlord has not decided to enter into a Residential Tenancy Agreement in the agreed terms for the residential premises concerned during that period, the whole fee will be refunded.
- If a Residential Tenancy Agreement is entered into, the fee is to be paid towards rent for the premises.

I hereby offer to rent the property from the Landlord under a lease to be prepared by the agent. I acknowledge that this application is subject to the approval of the Landlord. I declare that all information contained in this application is true and correct and given of my own free will. I authorise the agent to obtain personal information from the owner/ agent of my current or previous residence, my personal referees and employer/s and any record, listing or database of defaults by tenants. If I default under a rental agreement, the agent may disclose details of any such default to tenancy databases and to agents/ Landlords of properties I may apply for in the future. I understand that this agent is a member of TICA Default Tenancy Control Pty Ltd and that the agent may conduct a reference check with this organization. I authorise this agent to provide any information about me to these databases for the purpose of conducting the checks and acknowledge that such information may be kept and recorded. I acknowledge that if I default on my tenancy or rental obligations I may be listed on TICA until such time as the problem giving rise to the listing is resolved to the satisfaction of the agent. I understand that I am under no obligation to sign this declaration, but that failure to do so may result in my application being refused.

I acknowledge and give permission for a representative of LJ Hooker Wingham to conduct appropriate checks and to verify all information provided in this application for tenancy and obtain written confirmation from referees supplied. I also acknowledge and give permission for LJ Hooker Wingham to retain my contact details so as to send property updates and newsletter correspondence.

Applicant ONE Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Applicant TWO Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_