



# APPLICATION FOR TENANCY TERMS & CONDITIONS

Once you have completed the attached application please contact the Property Management Division at North Shore Realtors on (02) 9440 0999 to submit your application for processing.

For this tenancy application to be accepted each page must be fully completed and signed.

The following documents will need to be submitted with your application;

- Photo Identification – Drivers Licence or Passport
- Supporting Proof of income – Last 3 Pay Slips, Bank Statement
- Proof of current residential Address
- Proof of rental History

Successful applications will be notified by the property manager and are required to make an appointment to sign the Residential Tenancy Agreement. All applicants nominated on the application form will be required to be in attendance for this appointment.

Upon approval and acceptance of your application and at the time of signing the Residential Tenancy Agreement we require the following payment.

- Two weeks rent in advance
- Bond Payment – Equivalent to (4) four weeks rent

North Shore Realtors  
25 Rohini Street, Turramurra NSW 2074  
Tel: (02) 9440 0999 Fax: (02) 9440 0550  
Email: [pm@northshorere.com.au](mailto:pm@northshorere.com.au)

Website: [www.northshorerealtors.com.au](http://www.northshorerealtors.com.au)

Licensed Estate Agents • Auctioneers • Property Managers

# Residential Tenancy Application Form

For your application to be processed you must answer all questions  
(including the reverse side)

## 1. Agent Details



**Address:** 25 Rohini Street, Turramurra NSW 2074  
**Phone:** 02 9440 0999  
**Fax:** 02 9440 0550  
**Email:** pm@northshore.com.au

## 2. Property Details

Address \_\_\_\_\_  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
Lease Term \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_  
Date Property is to be occupied \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Number of other Applicants to Occupy the Property \_\_\_\_\_  
Adults \_\_\_\_\_ Children \_\_\_\_\_

## 3. Personal Details

Title \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_  
Last Name \_\_\_\_\_  
Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Age (Years/Months) \_\_\_\_\_  
Drivers Licence Number \_\_\_\_\_ State of Issue \_\_\_\_\_  
Alternate ID (eg. passport) \_\_\_\_\_ No \_\_\_\_\_  
Please provide contact details  
Home Ph \_\_\_\_\_ Mobile Ph \_\_\_\_\_  
Email \_\_\_\_\_  
Occupation \_\_\_\_\_ Work No \_\_\_\_\_  
Current Address  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

## 4. Emergency Contact

Please provide an emergency contact not residing with you  
First Name \_\_\_\_\_ Surname \_\_\_\_\_  
Relationship \_\_\_\_\_ Phone No \_\_\_\_\_  
Address  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

## 5. Payment Details

Property Rental \$	Per Week or	\$	Per Month
First Payment of rent in advance		\$	
Rental Bond (1 Month Rent)		\$	
Sub Total		\$	

## 6. Declaration

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 1997.

I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from the owner/landlord. I declare that all information contained in this application (including the reverse side) is true and correct and given of my own free will. I declare that I have inspected the premises and am not bankrupt.

I authorise the Agent to obtain details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, any record, listing and National Tenancy Database (NTD) which lists defaults by tenants. If I default under a rental agreement, the Agent

may disclose details of any such default to any person whom the Agent reasonably considers has an interest receiving such information including National Tenancy Database (NTD).

If a landlord or estate agent finds details of a prospective tenant on a database, they must advise the tenant in writing, within seven days, of:

- the name of the database and the person who listed the information
- the tenant's information held in the database
- how the tenant can check, change or remove the listing (ie, by contacting the person who listed them or the database operator).

Signed \_\_\_\_\_

Date \_\_\_\_\_

## 7. Applicant History

How long have you lived at your current address? \_\_\_\_\_ Years \_\_\_\_\_ Months  
Name of Landlord/Agent (If applicable) \_\_\_\_\_  
Phone No \_\_\_\_\_  
Rent Paid per month \$ \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Was bond repaid in full?  Yes  No If No, please specify why: \_\_\_\_\_  
What was your previous residential address?  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_

How long did you live at your previous address? \_\_\_\_\_ Years \_\_\_\_\_ Months  
Name of Landlord/Agent (If applicable) \_\_\_\_\_  
Phone No \_\_\_\_\_  
Rent Paid per month \$ \_\_\_\_\_  
Reason for leaving \_\_\_\_\_  
Was bond repaid in full?  Yes  No If No, please specify why: \_\_\_\_\_

## 8. Employment Details

Occupation \_\_\_\_\_  
Employers Name \_\_\_\_\_  
Employment Address  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
Employer Phone No \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Length at current employment \_\_\_\_\_ Years \_\_\_\_\_ Months  
Net Income \$ \_\_\_\_\_ Per Week \$ \_\_\_\_\_ Per Month \$ \_\_\_\_\_

## 9. Previous Employment Details

Occupation \_\_\_\_\_  
Employers Name \_\_\_\_\_  
Employment Address  
Suburb \_\_\_\_\_ Postcode \_\_\_\_\_  
Employer Phone No \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Length at previous employment \_\_\_\_\_ Years \_\_\_\_\_ Months  
Net Income \$ \_\_\_\_\_ Per Week \$ \_\_\_\_\_ Per Month \$ \_\_\_\_\_

## 10. Other Information

Car Registration \_\_\_\_\_  
Do you have pets?  Yes  No If Yes, please specify: \_\_\_\_\_

## 11. Personal Referees

1. Reference Name

Occupation

Relationship

Phone No

Notes

2. Reference Name

Occupation

Relationship

Phone No

Notes

## 12. Please provide us with 100 points of identification

Driver's Licence	40
Passport	40
Proof of Age Card	40
Student ID Card	20
Mobile Phone Account	20
Medicare Card	20
Copy of Gas/Water/Electricity Account	30 each

## 13. Office Use Only

Lease Start Date / /

Car Space/Garage

Landlord's Name

Lease to be signed on

Signed: \_\_\_\_\_ Date / /

## 14. How did you find out about this property? (Please Tick)

- WEBSITE- NORTSHORE REALTORS.COM.AU
- REALESTATE.COM.AU       DOMAIN.COM.AU
- RENT LIST       OFFICE       FOR LEASE SIGNBOARD
- OTHER \_\_\_\_\_

