



AGENT DETAILS

46 The Boulevard, Lakemba NSW 2195
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PROPERTY DETAILS

All occupants over 18 years must complete an Application Form.

- 1. Address of property you would like to apply for: _____
- 2. Start Date: ____ / ____ / ____
- 3. Number of people that will be living in the property:
Adults ____ Children ____ Ages ____
- 4. RENT: _____ per week

PERSONAL DETAILS

Mr / Ms / Miss / Mrs / Other

- First Name: _____
- Surname: _____
- Date of Birth: ____ / ____ / ____
- Current Contact Details:
Home: _____
Work: _____
Mobile: _____
Email: _____

RENTAL HISTORY

- 1. Current Address: _____
- 2. How long have you lived at your current address? Years ____ Months ____
- 3. Reason for leaving: _____
- 4. Have you given notice to vacate? YES / NO
- Landlord/Agents details of current address:
5. Name: _____ Contact Number: _____ Weekly Rent: _____
- 6. Previous Address: _____
- 7. How long did you live at this address? Years ____ Months ____
- 8. Reason for leaving: _____
- Landlord/Agents details of previous address:
9. Name: _____ Contact Number: _____ Weekly Rent: _____

UTILITY CONNECTIONS

This is a FREE service that connects all your utilities and other services. Direct Connect can help arrange for the connection or provision of the following utilities and other services:



- Electricity Pay TV Gas Cleaners Removalist
- Insurance Phone Water Internet Truck or van

MAKES MOVING EASY Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.



We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information. Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- 1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- 2. Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- 3. Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- 4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
- 5. Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- 6. Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature _____ Date _____

DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement from the date as stated above or a date agreed to by the Agent/Landlord. I declare I have inspected the premises and agree to accept the property in the current condition.

All the information contained in the application (including the reverse side) is true and correct and given of my own free will. I acknowledge that all documents submitted with my application (Original or photo-copied) will remain the property of the agent. I authorise the Agent to obtain personal information from any/all of the contacts I have submitted on the application or attachments. I understand that the agent may also check any record listing or database of defaults by tenants and if I default under rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to Agents/Landlords or properties I may apply for in the future.

- I am aware that the Agent will use and disclose my personal information in order to:
(a) communicate with the owner and select a tenant, (b) prepare lease/tenancy documents,
(c) allow tradespeople or equivalent organisations to contact me, (d) lodge/claim/transfer to/from a Bond Authority,
(e) refer to Tribunals/Courts & Statutory Authorities (where applicable), (f) refer to collection agents/lawyers (where applicable),
(g) complete a credit check with TRA (Trading Reference Australia),

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, The Agent cannot provide me with the lease/tenancy of the premises. I am also aware that the application needs to be entirely completed and all required documents provided in order to have the application reviewed by the Agent/Landlord.

The availability of telephone/fax lines; internet services; analogue, digital or cable television (and the adequacy of such services); are the sole responsibility of the tenant and the tenant should make their own enquiries as to the availability and adequacy of such services before executing a tenancy agreement. The landlord does not warrant that any telephone/fax plugs, antenna sockets or other such sockets or service points located in the premises are serviceable, or will otherwise meet the requirements of the tenant, and tenants must rely upon their own enquiries. The landlord is not obliged to install any antenna, plugs or sockets including but not limited to any digital aerials or antennas or to carry out any upgrades in respect of television or internet reception on the residential premises.

I have read and understand this declaration I am signing.

Signature _____ Date ____ / ____ / ____

EMPLOYMENT HISTORY

CURRENT EMPLOYMENT

1. Occupation: _____ Fulltime / Part Time / Casual
2. Employer's name: _____
3. Employer's Address: _____

4. Contact Name: _____
5. Contact Number: _____
6. Length of Employment: _____ 7. Weekly Income \$ _____

NEXT OF KIN (FRIEND or RELATIVE)

Name: _____ Relation: _____

Address: _____

Contact(s) Mobile: _____ Home: _____ Work: _____

VEHICLE DETAILS

Vehicle Make / Model: _____ Vehicle Registration: _____

APPLICATION CHECKLIST

- IDENTIFICATION:** Current Photo ID (licence or passport)
- RENTAL HISTORY:** **Real Estate Agent:** Bring in tenant ledger
Private: provide landlord details
- INCOME DETAILS:** Current bank statement in the name of applicant/s
- PLUS - one of the following:** Current Payslips
- Current Centrelink Statement
- Current Tax Statement

HOLDING FEE & PAYMENT DETAILS

To be completed by Agent

PAYMENT DETAILS

Property rent per week: \$ _____

Rental bond (4 x weeks rent) \$ _____
(to be paid directly to Rental Bond Board)

Two weeks rent in advance \$ _____

Total \$ _____

Holding fee (non-refundable) \$ _____

Date received: ____ / ____ / ____

REC # _____

Balance to be paid to our office when signing lease agreement: \$ _____

CASH / BANK CHQ / MONEY ORDER
If you are making a large payment, you may be required to bring in a bank cheque or money order made to Knaption & Co Pty Ltd.

Lease signing appointment:

All parties appearing on the Residential Tenancy Agreement will need to attend the lease signing appointment. Keys will not be issued until all parties have signed the agreement within our office.

RESERVATION

Holding Fee: \$ _____

Reservation Period: _____ days

Once the holding deposit has been paid, the landlord undertakes not to enter into a Residential Tenancy Agreement for the premises with any other person within 7 days of payment of the fee.

The whole fee will be refunded if the Landlord fails to carry out (during the reservation Period) repairs or other work in which it is a condition to enter into a Residential Tenancy Agreement.

If the applicant decides not to enter into a Residential Tenancy Agreement or fails to make appropriate arrangements within 7 days of leaving their holding fee, the Landlord may retain the entire deposit amount.

When the Residential Tenancy Agreement is entered into, the holding fee is to be contributed to rent for the premises.

The tenant understands and agrees to arrange payment of the bond directly to the rental bond board immediately upon receiving the mail link containing the payment instructions.

The tenant acknowledges that the lease date will not be amended should there be a delay in payment of the bond to the Rental Bond Board.

Signature of Applicant:

Date: ____ / ____ / ____