

Tenancy Application Form

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



A. AGENT DETAILS

blueprint property pty ltd
abn 64 127 766 661
82 sorrell street north parramatta nsw 2151
po box 6388 parramatta bc nsw 2150
f 02 9890 4005 f 02 9890 4155
admin@blueprintproperty.net.au
blueprintproperty.net.au

B. PROPERTY DETAILS

1. What is the address of the property you would like to rent?

Postcode

2. Lease commencement date?

Day Month Year

3. Lease term?

Years Months

4. How many people will normally occupy the property?

Adults Children ages

C. PERSONAL DETAILS

5. Please give us your details

Mr Ms Miss Mrs. Other

Surname Given name/s

Date of Birth

Driver's licence no. Driver's licence state

Car Registration

Passport no. Passport country

Pension no. (If applicable) Pension type (if applicable)

6. Please provide your contact details

Home phone no. Work phone no.

Mobile phone no. Fax no.

Email address

7. What is your current address?

Postcode

WHERE Did you find out about this property? (Please tick)

- realestate.com.au domain.com.au
 realcommercial.com.au Window Display Signboard
 Other (Please specify):

D. FREE UTILITY CONNECTION SERVICE

Office Code: INBLP

To save you time when you're moving house, UtilityOne can help you arrange your utility connections all in the one phone call.

PHONE ELECTRICITY GAS
ADSL BROADBAND INTERNET PAY TV

It's a **FREE** service and there's **NO obligation**

Utility connection services are provided by:



Phone: 13 18 19 Email: contact@utilityone.com.au
Fax: 1300 73 18 19 Web: www.utilityone.com.au

UtilityOne will use the information in this application to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). Personal information collected by UtilityOne may be accessed by contacting UtilityOne on the contact details above. Normal service provider fees or bonds may apply

E. 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.

I acknowledge that this application is subject to the approval of 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 personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees for this application
- (c) My current and past employers;
- (d) Any person who maintains any record, listing or database of defaults by tenants;

and I authorise and consent to each of those persons providing requested personal information about me to the Agent.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with referees, employees, landlords, third party operators of tenancy reference databases, other agents and select a tenant
- (b) communicate with the owner and select a tenant
- (c) prepare lease/tenancy documents
- (d) allow tradespeople or equivalent organisations to contact me
- (e) lodge/claim/transfer to/from a Bond Authority
- (f) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (g) refer to collection agents/lawyers (where applicable)
- (h) complete a credit check with a tenancy default database

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 aware that I may access personal information on the contact details above and that I may be able to correct this information if it is inaccurate, incomplete or out-of-date.

Should you choose to NOT be contacted by UtilityOne, please clearly cross through the above section D. This will not affect the success of your tenancy application.

I consent to the disclosure of this page of the application form to UtilityOne Corporation ACN 096 897 880 for the purpose of enabling UtilityOne to offer the connection and disconnection services to me. I consent to UtilityOne disclosing personal information it has collected about me to utility service providers for that purpose and to obtain confirmation of the connection or disconnection. I consent to UtilityOne disclosing confirmation details (including NMI, MIRN and telephone number) to the Agent. I acknowledge that neither UtilityOne nor the Agent accepts any responsibility for: any delay in, or failure to arrange or provide for, any connection or disconnection of a utility, or for any loss in connection with such delay or failure. The Agent has a commercial relationship with UtilityOne. I acknowledge that UtilityOne, the Agent and its employees may receive a fee and/or benefit of up to \$50 in value (cash and/or reward points) from a utility service provider in relation to the connection of a utility service. There is no charge for the UtilityOne service; normal service provider fees or bonds may apply.

Signature Of The Applicant

Date

X

Property Manager Name:

Application Faxed To UtilityOne:

F. APPLICANT HISTORY

8. How long have you lived at your current address?

	Years		Months
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9. Why are you leaving this address?

10. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

	\$
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11. What was your previous residential address?

Postcode

12. How long did you live at this address?

	Years		Months
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13. Agent/Landlord details of this property (if applicable)

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

	\$
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Was bond refunded in full?

If not why not?

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G. EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

Employer's name (inc. accountant if self employed or institution if a student)

Employer's address

Postcode

Contact name

Phone no.

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Length of employment

Net income?

	Years		Months	\$
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15. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment

Net income?

	Years		Months	\$
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H. CONTACTS / REFERENCES

16. Please provide a contact in case of emergency

Surname

Given name/s

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Relationship to you

Phone no.

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17. Please provide two personal references (not related to you)

1. Surname Given name/s

Relationship to you

Phone no.

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2. Surname

Given name/s

Relationship to you

Phone no.

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I. OTHER INFORMATION

18. Please provide details of any pets:

Breed / type Council registration / number

1.	
2.	

Smokers? (Please Circle) Yes No

J. 100 POINTS IDENTIFICATION REQUIREMENT

The Application will not be processed until 100 Points has been achieved by the applicant:

Last 4 Rent Receipts (50 Points)	2 Refs from Landlord/Owner (40 Points)	
Driver's License (40 Points)	Utility Bills / Bank Statements (10 Points)	
Photo I.D. (30 Points)	Current MV Rego Papers (10 Points)	
Passport (30 Points)	Copy Birth Certificates (10 Points)	

K. PAYMENT DETAILS

Property rental

\$	Per week OR	\$	per month
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2 Weeks Rent In Advance

\$

Rental bond (4 weeks rent)

\$

Residential Tenancy Agreement Costs

\$15.00

Sub Total

\$

Less Reservation Fee (see below)

\$

Amount payable on signing tenancy agreement
(Cheque or Money Order Only)

\$

19. RESERVATION

Complete this section if you wish to reserve the property for a period of time:
RESERVATION FEE RESERVATION PERIOD

\$	Days
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The Landlord's Agent undertakes:

- The premises will not be let during the Reservation Period, pending the agreement of a residential tenancy agreement;
- The whole fee will be refunded if the landlord does not decide to enter into a residential tenancy agreement for the premises during the Reservation Period;
- the whole fee will be refunded if the landlord does not carry out (during the Reservation Period) repairs or other work upon which is a condition to entry into a residential tenancy agreement;
- if the Applicant decides not to enter into a residential tenancy agreement, and the premises are not let or otherwise occupied during the Reservation Period, the landlord may retain the portion of the fee representing the rent that would have been paid during the Reservation Period (based upon the proposed rent), but must refund the remainder; and
- If a residential tenancy agreement is entered into, the fee is to be contributed towards rent for the premises.

Signature of The Applicant

Date

X	/ /
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METHODS OF PAYMENT

Upon approval of your application, and the preparing of your lease, could you **PLEASE CIRCLE ONE** of the following as to how you would prefer to pay your rent:

MONEY ORDER

CHEQUE
(BUSINESS CHEQUES ONLY)

RENTPAY ONE – VISA, MASTERCARD
(DIRECT DEBIT OR TELEPHONE PAYMENTS)

RENTPAY ONE – BPAY

ELECTRONIC FUNDS TRANSFER

If you decide to change your mind, please contact the office on (02) 9890 4005 immediately, as documents will need to be changed.



NOTICE TO ALL TENANCY APPLICANTS

Prior to any Tenancy Application being considered, each applicant is required to produce sufficient identification which totals to 100 points. Should you have difficulties in providing this identification please advise us before completing.

Please note it is important to provide 1 form of photo ID, 1 form of proof of income and 1 form of documentation showing your current address.

DRIVERS LICENCE	30 POINTS *
PASSPORT	30 POINTS
PROOF OF AGE CARD	30 POINTS
CURRENT RENTAL LEDGER	10 POINTS *
LAST 4 RENT RECEIPTS	20 POINTS
PAY SLIP	10 POINTS *
CAR REGISTRATION	10 POINTS
TELEPHONE ACCOUNTS	10 POINTS
GAS ACCOUNT	10 POINTS
ELECTRICITY ACCOUNT	10 POINTS
BANK STATEMENT	10 POINTS *
COUNCIL RATES	10 POINTS
WATER RATES	10 POINTS
BIRTH CERTIFICATE	10 POINTS *

NOTE: You must have at least 2 sources of those marked with a '**



PRIVACY ACKNOWLEDGEMENT FORM

1. I understand that the Agent being Blueprint Property Pty. Limited, Parramatta will check that I am not lodged as a default tenant, and acknowledge that if I am lodged as a default tenant this agency/landlord has the authority to reject my application.
2. It is understood and agreeable that Blueprint Property Pty. Limited, Parramatta will contact my reference to confirm the information is correct (Employer, Real Estate/Landlord, Personal References.)
3. I understand that if I default in my rental payments or breach the Residential Tenancy Agreement in any way I will be lodged as a default tenant.
4. I also acknowledge that if I default in rent, damage the property or breach the Residential Tenancy Agreement that my wages or my account detail may be garnished to re coup any monies owed.
5. I understand that I am under no obligation to sign this consent form, however failure to do so may result in my application being refused.

If more then one application, "I" means "We" on the form

PRINT NAME: _____

SIGNATURE: _____ DATE: _____