

# Residential Application Form

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

## A. AGENTS DETAILS

### Macquarie Realtors

**Address:** 2/60 The Boulevarde Toronto NSW 2283

**Phone:** 02 4959 7788

**Email:** support@macquarierealtors.com.au

Property Manager

## B. PROPERTY DETAILS

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

  
 Postcode

1a. Type of premise (Unit, House/T'house) 1. Furnished/Unfurnished

 

1c. No. of bedrooms 1d. Car Space/Garage 1e. Carspace/Garage No.

  Yes/No (Y/N) 

2. Lease commencement date?

 Day  Month  Year

3. Lease term?

 Years  Months

4. How many tenants will occupy the property?

 Adults  Children  Ages of Children

## C. PERSONAL DETAILS

5. Please give us your details

Mr  Ms  Miss  Mrs  Other

Surname

Given Name/s

Date of Birth

Driver's licence number

Driver's licence expiry date

Driver's licence state

Passport no.

Passport country

Pension no. (if applicable)

Pension type (if applicable)

6. Please provide your contact details

Home phone no.

Mobile phone no.

Work phone no.

Fax no.

Email address

7. What is your current address?

  
 Postcode

## D. APPLICANT HISTORY

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

 Years  Months

9. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

11. What was your previous residential address?

  
 Postcode

12. How long did you live at this address?

 Years  Months

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

 \$

Was bond refunded in full?

If not why not?

Please answer the following questions:

Yes No

Have you ever been evicted by any landlord or agent?

 

Have you ever been refused another property?

 

Are you in debit to another landlord or agent?

 

Is there any reason that would affect your rent payment?

 

## E. EMPLOYMENT HISTORY

14. Please provide your employment details

What is your occupation?

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

Employer's address

Postcode

Contact name

Phone no.

Length of employment

 Years  Months

Net Income

 \$

15. Please provide your previous employment details

Occupation?

Employer's name

Length of employment

 Years  Months

Net Income

 \$

## F. CONTACTS / REFERENCES

### 16. Please provide a contact in case of emergency

Surname	Given name/s
<input type="text"/>	<input type="text"/>
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

### 17. Please provide 2 personal references (not related to you)

1. Surname	Given name/s
<input type="text"/>	<input type="text"/>
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>
2. Surname	Given name/s
<input type="text"/>	<input type="text"/>
Relationship to you	Phone no.
<input type="text"/>	<input type="text"/>

## G. OTHER INFORMATION

### 18. Car Registration

### 19. Please provide details of any pets

Breed/type	Council registration / number
1.	<input type="text"/>
2.	<input type="text"/>

## H. PAYMENT DETAILS

Property Rental	
\$ <input type="text"/> per week Or	\$ <input type="text"/> per month
First payment of rent in advance	\$ <input type="text"/>
Rental Bond (4 weeks rent):	\$ <input type="text"/>
Sub Total	\$ <input type="text"/>
Less: deduct holding fee (see below)	\$ <input type="text"/>
<b>Amount payable on signing tenancy agreement</b>	\$ <input type="text"/>

## I. HOLDING FEE

On approval of my application by the Landlord, I understand:

- a)** That the holding fee of one (1) weeks rent is required to be paid within 24 hours to secure the premises
- b)** That the Landlord must not enter into a residential tenancy agreement for the residential premises with any other person once a holding fee is paid, unless I notify the Landlord that I no longer wish to enter into a residential tenancy agreement
- c)** That the holding fee is non-refundable should I no longer wish to enter into a residential tenancy agreement
- d)** That the holding fee will go towards the first weeks rent once a residential tenancy agreement is signed
- e)** That there can be no demand or claim, nor litigation be commenced against the Landlord/Agent should the premises be found to be unavailable due to the occupation by the previous occupier/Landlord.

## J. UTILITY CONNECTION SERVICE

# myconnect

myconnect is a FREE & EASY to use utility connection service available for tenants

Phone : 1300 854 478 enquiry@myconnect.com.au  
Fax : 1300 854 479 www.myconnect.com.au



**Yes, Please Contact Me**



**Interpreter service (tick if required)**

Unless I have opted out of this section, I/we:

Consent to the disclosure of information on this form to myconnect ABN 34121 892 331 for the purpose of arranging the connection of nominated utility services; consent to myconnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection; consent to myconnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent, its employees and myconnect may receive a fee/incentive from a utility provider in relation to the connection of utility services; acknowledge that whilst myconnect is a free service, a standard connection fee and/or deposit may be required by various utility providers; acknowledge that, to the extent permitted by law, the Real Estate Agent, its employees and myconnect shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us or any other person or any property as a result of the provision of services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection or provision of, or failure to connect or provide the nominated utilities. I acknowledge that myconnect record all calls for coaching, quality and compliance purposes.



*Tick here to opt out*



## K. SUPPORTING DOCUMENTS

I have provided the following required identification, one of which is photo ID (a minimum of 100 points):

- Australian Drivers Licence (40 points)
- Passport (40 points)
- Proof of Age Card (30 points)
- Birth Certificate (30 points)
- Medicare Card (20 points)
- Credit Card (20 points)
- Bank Statements (10 points)
- Motor Vehicle Rego Certificate (10 points)
- Telephone Account (10 points)
- Electricity / Gas Account (10 points)

I have provided the following required supporting documents:

- Rental Ledger or last 4 rent receipts
- Bank Statement Current Wage Advice Any written references
- Gas / Electricity Account (if renting)
- Council or Water rates (if home owner)

Signature of Applicant

Date

