



## RESIDENTIAL TENANCY APPLICATION REQUIREMENTS

In order for you to be considered for a rental property, **it will be necessary for you to view the property**, complete the Tenancy Application and meet the 100 point requirement. To meet our 100 points you need to supply original documentation that will be copied and kept on our file. Identification may consist of:

- |                          |   |           |
|--------------------------|---|-----------|
| <input type="checkbox"/> | Driver's Licence  | 40 points |
| <input type="checkbox"/> | Passport  | 40 points |
| <input type="checkbox"/> | Payslips for the past 4 weeks   | 20 points |
| <input type="checkbox"/> | Rent ledger for past 6 months +   | 20 points |
| <input type="checkbox"/> | Original ATO – Tax assessment   | 20 points |
| <input type="checkbox"/> | 18s card  | 20 points |
| <input type="checkbox"/> | Telephone account   | 10 points |
| <input type="checkbox"/> | Utilities account (electricity, gas)  | 10 points |
| <input type="checkbox"/> | Bank statement ( <b>Application form will not be processed without a bank statement attached to the application</b> ) | 10 points |
| <input type="checkbox"/> | Motor vehicle registration papers   | 10 points |
| <input type="checkbox"/> | Reference as to board payments  | 10 points |
| <input type="checkbox"/> | Medicare card   | 10 points |

**All tenant applications will be checked on a tenant database.**

### HOW TO PAY YOUR RENT

Payment can be made via a Direct Deposit using our Trust Account banking details or at any Westpac bank using your surname and street as a reference. We prefer not to take cash, but if that is the only method available to you, we will take cash at our office for special circumstances.

### RENTING TIPS

- You will need to apply to have the electricity, gas and telephone connected when entering into a rental property.
- When vacating, you need to have the telephone disconnected and the gas electricity metre read and disconnected.
- Have your mail re-addressed to your new address
- Always pay your rent on time.
- You are responsible for water usage and electricity usage
- Do not park cars on lawns or nature strips
- In an emergency phone Ann or Kimberley on their mobile number BEFORE any other action is taken.

### ENTRY COSTS

4 weeks bond  
2 weeks rent in advance

### **We do not accept Visa Cards or EFTPOS**

One Money Order for the total amount is required on signing the lease.

**ROSE RENTALS PTY LTD APPLICATION FOR TENANCY**

PRIVACY NOTE

Rose Rentals is committed to the principles of the Privacy Act 1988 (Cth.) All steps are taken to ensure that any personal information collected is protected from unauthorized use.

PREMISES APPLIED FOR:.....

**PARTICULARS OF APPLICANT**

SURNAME:..... GIVEN NAME: .....

CURRENT ADDRESS:.....

PERIOD OF OCCUPANCY:..... DATE OF BIRTH: ...../...../.....

Medicare Card No./Ref No:...../..... .... Passport No / Country:...../.....

PHONE NO:..... MOBILE NO: .....

DRIVERS LICENSE No/ NSW Card No:...../..... CAR REGO No:.....

NUMBER OF OCCUPANTS: ..... ADULTS: ..... CHILDREN:.....

**EMPLOYMENT HISTORY**

OCCUPATION:..... CURRENT EMPLOYER:.....

BUSINESS ADDRESS:.....

CONTACT NAME: ..... PHONE NUMBER: .....

PERIOD EMPLOYED:.....

IF EMPLOYED LESS THAN 6 MONTHS WITH CURRENT EMPLOYER:

PREVIOUS EMPLOYER:.....

BUSINESS ADDRESS:.....

CONTACT NAME:..... PHONE NUMBER:.....

PERIOD EMPLOYED:.....

PAYSLIPS FOR PRECEDING 4 WEEKS: YES – COPIED NOT SUPPLIED

**SELF EMPLOYED – COPY OF LAST TAX ASSESSMENT AND BUSINESS REGISTRATION REQUIRED**

NAME OF BUSINESS:.....

ADDRESS:.....

PHONE NUMBER:..... INDUSTRY:.....

PERIOD OF EMPLOYMENT:.....

**TENANCY HISTORY**

NAME OF PRESENT LANDLORD/AGENT:.....

ADDRESS:.....

CONTACT NAME:.....PHONE NUMBER.....

ADDRESS OF PREMISES:.....

PERIOD OF TENANCY:.....RENT:.....

WAS BOND REFUNDED IN FULL YES/NO IF NOT, WHY.....

**REFERENCES**

NAME:.....LANDLINE:.....

HOW LONG HAVE YOU KNOWN THEM:.....

IN WHAT CAPACITY:.....

NAME:.....LANDLINE:.....

HOW LONG HAVE YOU KNOWN THEM:.....

IN WHAT CAPACITY:.....

**PERSON TO BE NOTIFIED IN AN EMERGENCY**

NAME:.....RELATIONSHIP:.....

ADDRESS:.....

LANDLINE:.....MOBILE:.....

ANY PETS? YES/NO IF SO, WHAT TYPE:.....

**PLEASE PROVIDE YOUR E-MAIL ADDRESS THAT WE CAN CONTACT YOU ON**

.....

**TERMS OF TENANCY**

PERIOD:.....WEEKS/MONTHS      COMMENCING ON .....

RENTAL \$..... PER WEEK PAYABLE IN ADVANCE      FURNISHED/UNFURNISHED

ENTRY COSTS	
RENT IN ADVANCE (2 WEEKS)	\$.....
BOND (4 WEEKS)	\$.....
<b>Total Due on Signing Lease</b>	<b>\$.....</b>

**All leases will contain the following clause:**

**“The tenant agrees not to smoke inside the property or let any of their visitors smoke inside the property”**

**NOTE:**

If addresses are different on your various forms of identification the application will not be processed unless there is evidence to state why there are multiple addresses supplied.

A deposit of one week’s rent must be paid into Rose Rentals Trust Account within 24 hours to secure the property when an application is accepted.

**FREE Utilities Connections User Consent Form**



Ph: 1300 301 001

- Electrical    ● Telephone    ● Water            ● Cleaners
- Gas            ● Insurance    ● Removalist    ● Appliances

ReduceMyBills is the hassle-free connections service that takes the time and worry out of moving.

**Declaration**

By signing this application, I/we give consent to ReduceMyBills to make contact by phone, email or sms for the purpose of arranging connections and disconnections of approved utility services. I/we authorise ReduceMyBills to supply collected information to other household service providers for the services including Cleaning, Removal, Insurance and Appliances.

I/we authorise ReduceMyBills to contact us via these means even if the telephone numbers supplied are listed on the Do Not Call Register. I/we understand that ReduceMyBills may also send related emails promoting other services provided by ReduceMyBills.

I/we acknowledge that all information supplied in the application is true and correct to be best of my/our knowledge and that we have not falsely represented our identity in any manner.

I/we understand that ReduceMyBills treat any personal information it collects uses or discloses in accordance with the Privacy Act 1988.

I/we authorise ReduceMyBills to supply collected information to nominated suppliers and/or potential suppliers for the connection and disconnection of nominated utilities or to assist with my obtaining other services including appliances, removalists, cleaners and insurance.

I/we understand that in the course of connecting utilities, ReduceMyBills may need to obtain an NMI (National Meter Identifier) for electrical points or MIRN (Meter Installation Registration Number) for Natural Gas connections. I/we authorise ReduceMyBills to collect these identifiers and consent to those numbers being supplied to utility providers.

I/we acknowledge that whilst ReduceMyBills is a free service, I/we are solely responsible for any and all amounts payable in relation to deposits, connections/ disconnections or ongoing supply of the connected services and amounts payable for other services including appliance, removalist, cleaners and insurance. I/we acknowledge that ReduceMyBills, to the extent permitted by law, shall not be liable for any loss or damage (including consequential loss and loss of profits) to me/us as a result of the provision of any service. Nor shall ReduceMyBills be liable for any act or omission by any utility provider for any loss caused by failure to provide nominated services. I/we acknowledge that the nominated real estate entity along with ReduceMyBills may receive a benefit from suppliers for the provision of connections.

I/we declare that we have read and understand the above declaration and wish to be contacted by ReduceMyBills.

Signature

Date

**Declaration of Authority**

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 from:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;

I am aware that I may access my personal information by contacting -

- NTD: 1300 563 826    • TRA: (02) 9363 9244    • TICA: 1902 220 346

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 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 NTD (National Tenancies 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.**

Printed Name Applicant:	
Signature Applicant	Date