

Application Form

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

tome bros (since 1924)

9597 5777

A. AGENT DETAILS

Tome Bros Pty Ltd Trading As Tome Bros Real Estate

94 Railway Street Rockdale NSW 2216

Phone no. 02 9597 5777
Fax no. 02 9597 2060
Email address home@tome.com.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
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3. Lease term?

	Years		Months
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4. How many people will normally occupy the property?

	Adults		Children
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C. PERSONAL DETAILS

5. Please give us your details

Mr. Ms. Miss Mrs. Other

Surname Given name/s

Date of Birth

Driver's license no. Driver's license 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. UTILITY CONNECTIONS

ID: PPROC

If you would like assistance, (at no additional charge) with the connection of telephone, electricity and gas (if applicable) to your new home then tick the box below. UtilityOne will then contact you and explain the details of the services available.

8. Please contact me regarding CONNECTION of my utilities

Utility connection services are provided by:

UTILITYONE

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

If the box in this section is ticked, UtilityOne will use the information on this page to explain the services offered and to undertake any connection and disconnection services authorized (including the provision of information to utility companies). All details on this page must be completed for the service to be provided. Personal information collected by UtilityOne may be accessed by contacting UtilityOne using 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. I acknowledge that I will be required to pay the amounts as specified in Section J.

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 authorize 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;

If I default under a rental agreement, 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 organizations/tradespeople to contact me
- (d) lodge/claim/transfer to/from the Residential Tenancies Bond Authority
- (e) refer to Tribunals/Courts & Statutory Authorities (where applicable)
- (f) refer to collection agents/lawyers (where applicable)

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.

If Section D is completed, 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. Where UtilityOne is requested to arrange for the provision of the services, 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, telephone number, water company) 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

Date

X

N.B. Both sides of this application must be completed

Property manager name

Application faxed to UtilityOne (if required)

F. APPLICANT HISTORY

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

<input type="text"/>	Years	<input type="text"/>	Months
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10. Why are you leaving this address?

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly rent paid

 \$

12. What was your previous residential address?

Postcode

13. How long did you live at this address?

<input type="text"/>	Years	<input type="text"/>	Months
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14. Agent/Landlord 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?

G. EMPLOYMENT HISTORY

15. 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.

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Net income?

 \$

16. Please provide your previous employment details

Occupation?

Employer's name:

Length of employment

<input type="text"/>	Years	<input type="text"/>	Months
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Net income?

 \$
H. CONTACTS / REFERENCES

17. Please provide a contact in case of emergency

Surname

Given name/s

Relationship to you

Phone no.

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

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

I. OTHER INFORMATION

19. Car Registration

20. Please provide details of any pets:

Breed / type Council registration / number

J. PAYMENT DETAILS

Property rental

 \$ Per week OR \$ per month

First payment of rent in advance

 \$

Rental bond (4 weeks rent)

 \$

Tenant's share of cost of preparing tenancy agreement

 \$

Sub Total

 \$

Less: deduct Reservation Fee (see below)

 \$
Amount payable on signing tenancy agreement
(Cash or bank cheque only)
 \$
K. RESERVATION

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

RESERVATION FEE

 \$

RESERVATION PERIOD

 Days

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 Landlords agent

 X

Date

TRADING REFERENCE AUSTRALIA

Agency Name:- Tome Bros Pty Ltd Trading As Tome Bros Real Estate

Agency Phone:- 02 9597 5777 Agency Fax:- 02 95972 060

Address Property Applied For:-

TRA DISCLOSURE.

I understand this agent is a member of Trading Reference Australia Pty. Ltd. (TRA) and may conduct a reference check with that organisation. I authorise this Agent to provide any information about me to TRA / Landlord / Video Store for the purpose of that check and I acknowledge that such information may be kept and recorded by TRA. I realise that if a search is performed on the TRA database and my identification appears with the label "Refer to Agent" beside my name, the agency who conducted the search will call the listing agency to exchange information and establish why my details have been entered on the register. The agency that searched will then inform me of the listing, the listing agency name and contact details giving me right of reply. I accept that if I am currently listed as a defaulter with TRA, this Agency / Landlord / Video Store has the authority to reject my application. I understand that I am under no obligation to sign this consent form, but that failure to do so may result in my application being refused. I acknowledge that if I default on my tenancy / rental obligations in future, which means in breach of my contract / lease agreement for residential property in accordance to the Property Stock and Business Agents Amendment (Tenant Databases) Regulation 2004, recently put in place for residential tenants. I may be listed with TRA, until such time as the problem giving rise to the listing is resolved to the satisfaction of the Agent / Landlord / Video store or in accord with the new regulations. The same applies to me if I am a Commercial Tenant and or Holiday Tenant and in breach of my contract whatever the stipulations are within that contract with the said agency. I hereby authorise this agent to provide information about me to TRA and my default to TRA in connection with that listing. I also understand that my agent may list me as an excellent tenant if my obligations during my tenure are fully compliant and are of a high standard. I will not hold TRA accountable for the inaccurate keying in of information by TRA members therefore delivering an incorrect search as I understand faults can be made within this process due to human error. It is also understood that technical failure can cause errors and I do not hold TRA or the Agent responsible for same. I understand that if the said eventuates I may question the source and understand this will be thoroughly investigated and corrected immediately. Furthermore I authorise the agent to contact my employers past and present to confirm by employment history and my previous Landlord /Agency to verify details of my tenancy. I also authorise the agent to contact two personal referees to establish my identification / location and concede that those referees have given permission to me to use them. Those referees nominated have signed the Disclosure so that their identity can be confirmed as natural persons on the identifier sections of the TRA database. **It should be noted that if the referee signs this document they are in no way accountable for the behaviour of the tenant legally or financially.**

Print Name of Referee 1.....Gender.....DOB.....

Address.....Home Phone.....

Mobile.....Signature of Referee

Print Name of Referee 2.....Gender.....DOB.....

Address.....Home Phone.....

Mobile.....Signature of Referee.....

I recognize that my photo id may be scanned onto TRA for absolute identification. I, the tenant, I, the referee, do acknowledge that information provided to TRA and/or the agent by these authorities given by me may be available to: a) Real Estate Agents and Landlords to assist them in evaluating applications for leases. b) Video stores to evaluate applications for Memberships. c) Real Estate Agents, Landlords, Video stores, Banks, Utility companies, Commercial Agents, organisations or any other members for the purpose of locating me for the breaking of an enforceable contract. Should this Agent transfer its agency business to another person, I consent to the new agent (and any further person to whom that business may be transferred) taking any step which the former agent could have taken.

(If more than one applicant, "I" means "We" in this form). "I have read and I understand the above information"

Print Name of Tenant.....

Signature of Tenant.....**Date**.....

TRA adheres strictly to requirements of the Privacy Laws and therefore does not use the information supplied by the tenant for advertising purposes. Trading Reference Australia may be contacted at the above address during business hours 9-5 Monday to Friday regarding any records kept concerning you. However, we do not give information out over the phone regarding whether an individual is listed or not. To validate and correct inaccurate information we require a signed Personal Disclosure form. If a personal search is required please print out the **Personal Disclosure and Application Form located in the "Contact us" field found on the TRA website.** Print your name clearly, sign the document giving us permission to do a search, fill out the application form legibly in order for us to carry out your request and send to the address below. You should have a reply within 14 days. An Urgent confirmation of your records can be done immediately by credit card payment using the secure section on our web page. **Postal Address: Trading Reference Australia Pty. Ltd. P.O. Box 372, Rose Bay, NSW 2029 Phone: 02 9363 9244 Fax: 02 9328 2861 Email: info@tenantreference.com.au Web: www.tradingreference.com** .ABN 72 098 231 219.