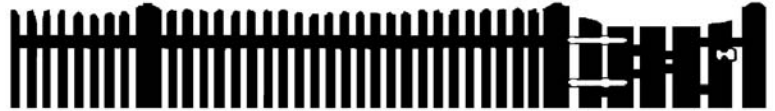


Home and Away Real Estate

GPO Box 763
Adelaide, SA 5001
Ph: 1300 653 649 | Fax: (08) 8321 9522
Mobile: 0419 833 737
email: lynne@homeandawayre.com.au



STANDARD GUIDE TO RENTING WITH HOME AND AWAY REAL ESTATE.

- Applications must be returned complete with a photocopy of Driver's Licence or Passport.
- All people intending to live at the property must complete all sections of the Application Form. Failure to complete any section, may result in your application not been considered.
- Applications are processed between the hours of 10am to 5pm Monday to Friday.
- Processing of applications may take up to 24 hours.
- We will telephone you if you are the successful applicant. If your application is unsuccessful, you will be notified by SMS.
- If you are the successful applicant, you will be required to attend our office within 24 hours to pay the first two weeks rent. This will apply even if you are not moving in straight away.
- Prior to moving into the property you will be required to pay the first 2 weeks rent and the Bond (4-6 weeks rent). **THESE PAYMENTS MUST BE CASH OR BANK CHEQUE.**
- You will be required to attend our office a few days prior to moving in, for a 40 minute appointment to sign the lease and go through all the paperwork.

If you are happy to apply for the property under these terms and conditions, we look forward to receiving the application(s) back at your earliest convenience.

Home and Away Real Estate

GPO Box 763
Adelaide, SA 5001
Ph: 1300 653 649 | Fax: (08) 8321 9522 | Mobile: 0419 833 737
email: lynne@homeandawayre.com.au

Residential Tenancy Application

For your application to be processed you must answer all questions



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

Lease commencement date?

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Lease Term?

Years	Months
<input type="text"/>	<input type="text"/>

How many people will normally occupy the property?

Adults	Children
<input type="text"/>	<input type="text"/>

APPLICANT 1

1. Please give us your details

Mr Ms Miss Mrs Dr

Given name/s Surname

Date of Birth Car registration no. & State

Drivers licence/Passport no. Licence state/ Passport country Expiry Date

Pension/Medicare no. (if applicable) Pension type (if applicable)

Home phone no. Mobile phone no.

Work phone no. Email address

What is your current address?

APPLICANT 2

1. Please give us your details

Mr Ms Miss Mrs Dr

Given name/s Surname

Date of Birth Car registration no. & State

Drivers licence/Passport no. Licence state/ Passport country Expiry Date

Pension/Medicare no. (if applicable) Pension type (if applicable)

Home phone no. Mobile phone no.

Work phone no. Email address

What is your current address?

UTILITY CONNECTION- This is a free service that connects all your utilities



Once we have received this application we 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 the information on this Application and explain the details of the services offered. Direct Connect is a utility one stop connection service.

Please tick utilities as required: Electricity Gas Phone Internet Insurance

DECLARATION AND EXECUTION: By signing this application, I/we: consent to Direct Connect arranging for the connection and disconnection of the nominated utility services and to providing information contained in this application to utility providers for this purpose; acknowledge having been provided with terms and Conditions of Supply of Direct Connect and having read and understood them together with the Privacy Collection Notice set out below; declare that all the information contained in this application is true and correct and given of their own free will; expressly authorise Direct Connect to provide any information disclosed in this Application to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; expressly authorise Direct Connect to provide any information disclosed in this Application to an information provider for the purpose of that information provider disclosing it to a supplier or potential supplier of the Services in accordance with the Privacy Collection Notice and to obtain any information necessary in relation to the Services; consent to Direct Connect contacting me by telephone or by SMS in relation to the marketing or promotion of all of the services listed under the heading "Utility Connections" above even if we/I have not applied for the connection of those services in this application. This consent will continue for a period of 1 year from the date of our/my execution of this application/until [28] days after we/I disconnect the last of the services in respect of which this application is made; acknowledge that this consent will permit Direct Connect to contact us/me even if the telephone numbers listed on this application form are listed on the Do Not Call Register; understand that under the requirements of the Privacy Act 1988, Direct Connect will ensure that all personal information obtained about me/us will be appropriately collected, used, disclosed and transferred and will be stored safely and protected against loss, unauthorised access, use, modification or disclosure and any other misuse; authorise the obtaining of a National Metering Identifier (NMI) for my residential address to obtain supply details; consent to Direct Connect disclosing my/our details to utility providers (including my/our NMI and telephone number); declare and undertake to be solely responsible for all amounts payable in relation to the connections and/or supply of the Services and hereby indemnify Direct Connect and its officers, servants and agents and hold them indemnified against any charges whatsoever in respect of the Services; acknowledge that, to the extent permitted by law, Direct Connect 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 the services or any act or omission by the utility provider or for any loss caused by or in connection with any delay in connection, disconnection or provision of, or failure to connect or disconnect or provide, the nominated utilities; acknowledge that whilst Direct Connect is a free service I/we may be required to pay standard connection fees or deposits required by various utility providers; acknowledge that the Services will be provided according to the applicable regulations and that the time frames and terms and conditions of the nominated utility providers bind me/us and that after hours connections may incur additional service fees from utility providers; acknowledge that the real estate agent listed on this application form may receive a benefit from Direct Connect in connection with the provision of the service being provided to me/us by Direct Connect; and acknowledge the entitlement of Direct Connect and its associates, agents and contractors, to receive a fee or remuneration from the utility provider and that such fee or remuneration will not be refunded to me as a rebate in connection with the provision of the utility connection services.

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

Signature of applicant _____ Date...../...../..... Application sent to Direct Connect (if required)

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 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, 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. I am aware that I may access personal information on the contact details above.

Signature of applicant 1 _____ Date...../...../..... Signature of applicant 2 _____ Date...../...../.....

Property manager name: _____

APPLICANT 1

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

Years Months

Please tell us about this rented property
Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

Why are you leaving this address?

3. What was your previous residential address?

Please give us further information about this rented property
Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

How long did you live at this address? Years Months

Why did you leave this address?

4. 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

Contact name Phone no.

Length of employment Weekly income (after tax) Years Months \$

5. Financial commitments

Table with 2 columns: Bank Lender, Monthly Payment

6. Next of kin details (not residing with you)

Surname Given name/s

Home no. Work/mobile

Relationship to you

APPLICANT 2

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

Years Months

Please tell us about this rented property
Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

Why are you leaving this address?

3. What was your previous residential address?

Please give us further information about this rented property
Name of landlord or agent

Landlord/agent's phone no. Weekly rent paid \$

How long did you live at this address? Years Months

Why did you leave this address?

4. 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

Contact name Phone no.

Length of employment Weekly income (after tax) Years Months \$

5. Financial commitments

Table with 2 columns: Bank Lender, Monthly Payment

6. Next of kin details (not residing with you)

Surname Given name/s

Home no. Work/mobile

Relationship to you

7. Please provide two personal references (not related to you) Please ensure each has agreed for you to nominate them as a referee and names must be given that can be contacted during business hours

1. Surname	Given name/s
<input type="text"/>	
Home no.	Work/mobile
<input type="text"/>	<input type="text"/>
2. Surname	Given name/s
<input type="text"/>	
Home no.	Work/mobile
<input type="text"/>	<input type="text"/>

7. Please provide two personal references (not related to you) Please ensure each has agreed for you to nominate them as a referee and names must be given that can be contacted during business hours

1. Surname	Given name/s
<input type="text"/>	
Home no.	Work/mobile
<input type="text"/>	<input type="text"/>
2. Surname	Given name/s
<input type="text"/>	
Home no.	Work/mobile
<input type="text"/>	<input type="text"/>

8. Full names and ages of all OTHER persons who will reside at the property

Names	Ages
1.	
2.	
3.	
4.	

9. Please provide details of any pets

Breed/type	council registration number
1.	
2.	
3.	

10. Registration, make & model of all vehicles permanently kept at the property

1.
2.
3.

11. THESE PREMISES ARE SMOKE FREE INSIDE

12. Payment details

Please indicate how you propose to pay your bond:

Own funds Borrowed funds SA Housing Trust

Please indicate how you propose to pay your initial rent

Own funds Borrowed funds SA Housing Trust

Property rental

\$ Per week OR \$ per month

First payment of rent two weeks in advance

\$

Rental bond 4 / (6 weeks if rent more than \$250 per week)

\$

Sub total (payable before possession of property)

\$

Payment Method: Payment of rent is to be made by direct credit to Home and Away Real Estate's Trust Account, OR by arrangement using the National Australia Bank deposit book (supplied to you).

DECLARATION

I/We confirm and acknowledge that:

- The information contained in this Application is true and correct.
- A copy of my driver's license or photo ID is attached.
- I am not a bankrupt or undischarged bankrupt.
- I will pay a security bond of 4 weeks (if the weekly rent is under \$250pw), OR a 6 week bond (if weekly rent is more than \$250pw) PLUS 2 weeks rent in cash or bank cheque prior to moving into the property.
- I understand and accept that immediately upon advice from the agent, that the landlord has accepted this application, I will undertake to enter into a written tenancy agreement as shown to me in the form issued by The Real Estate Institute of SA Incorporated, before taking possession of the property.
- Only those persons listed on this application will reside permanently at the property.
- I hereby authorize the agent to make all necessary enquiries to verify the information provided herein, including information relating to my employment and rental history.

I/We will not permit any animals, birds or reptiles to be kept on the premises unless authorized in writing by the agent to do so. Those animals I/We intend to keep on the property are listed on page 1 of this application

Signature of applicant 1.....Date...../...../..... Signature of applicant 2Date...../...../.....