

# Residential Application Form

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

## A. AGENT DETAILS

### Sublime Property Agents

**Address:** 87 Princes Highway, St Peters NSW 2044  
**Phone Number:** (02) 9557 5888  
**Fax Number:** (02) 9557 5999  
**Web:** www.sublimeproperty.com.au

## B. PROPERTY DETAILS

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

Postcode

Please nominate by ticking the box how you would like to pay your rent:

- I would like to set up direct debit payments  
**OR**  
 Payment by cheque or money order to agency's office

### 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

## HOW DID YOU FIND OUT ABOUT THIS PROPERTY?

- Newspaper  The Internet  Local Paper  
 Office  Office Window  Sign Board at property  
 Referral  Other (specify)

## D. UTILITY CONNECTIONS



**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**

Unless I have opted out below, I 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; acknowledge 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.

**Tick here to opt out**



## 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 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 TICA (Tenancy Information Centre Australia)  
 (h) communicate with strata

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**

**Date**

**F. APPLICANT HISTORY****9. How long have you lived at your current address?**

Years	Months
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**10. Why are you leaving this address?**

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

Name of landlord or agent

Landlord/agent's phone no.

Weekly Rent Paid

	\$
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**12. What was your previous residential address?**


Postcode

**13. How long did you live at this address?**

Years	Months
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**14. Landlord/Agent 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****15. Please provide your employment details**

What is your occupation?

What is the nature of your employment?  
(FULL TIME/PART TIME/CASUAL)

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

Employer's address

Postcode

Contact name

Phone no.

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Length of employment

Net Income

Years	Months	\$
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**16. Please provide your previous employment details**

Occupation?

Employer's name

Length of employment

Net Income

Years	Months	\$
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**H. CONTACTS / REFERENCES****17. 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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**18. Please provide 2 personal references (not related to you)**

1. Surname

Given name/s

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Relationship to you

Phone no.

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2. Surname

Given name/s

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Relationship to you

Phone no.

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**I. OTHER INFORMATION****19. Car Registration**

**20. Do you have any pets?**  Yes  No

If "yes" please provide details

Breed/type

Council registration / number

1.
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2.
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**21. Smoker?** Yes  No **J. PAYMENT DETAILS****Property Rental**

\$	per week Or	\$	per month
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Rental Bond (4 weeks rent):

First payment of rent in advance

Sub Total

Less: Deduct Deposit

**Amount payable on signing tenancy agreement  
(bank cheque or money order only)**

**K. 100 POINTS OF IDENTIFICATION**

Before any application for tenancy is processed, you are required to provide at least 100 Points of Identification with this application

Driver's Licence/Proof of age	40 Points**
Passport	40 Points**
Last 4 rent slips/Rental Ledger	30 Points
Bank Statement	20 Points
Last 3 pay slips	20 Points
Bankcard/Medicare	10 Points
Copy of current Gas, Electricity or Phone Bill	10 Points Each
Letter of employment	10 Points
Copy of Birth Certificate	10 Points
Student ID	10 Points

At least one of the Items marked with \*\* must be attached with this application.