

PLEASE READ THIS INFORMATION PRIOR TO COMPLETING APPLICATION

- Upon verbal approval of your application, 2 weeks rent & the bond is payable to secure the property
- Bonds amounts:
 - Rent up to \$250.00pw equals a bond of 4 weeks rent
 - Rent from upwards of \$251.00pw equals a bond of 6 weeks rent
- Bonds can be paid by Bank Cheque/Money Order/Personal Cheque or Credit Card
 - Cash is **NOT** accepted
 - Allow up to 3 business days for personal cheques to clear
- Rent is payable via cheque/credit card or through Reconnect One Card. Terms & Conditions apply
- Water supply charge & water usage may apply, subject to the terms of your lease
- It is the tenant’s responsibility to arrange the utility connection to the home. Please refer to page 8 of this application for further information
- Our office requires up to 100 points of Identification for EACH applicant prior to final approval of your application

100 point check list - Circle the points you are providing.

A print out of Rental History/Ledger from an Agent/Landlord		50
Drivers Licence/Passport/Photo I.D.	*mandatory	30
Minimum of x 2 current Pay Slips and/or Centrelink Income Statement	*mandatory	30
Current Bank Statement	*mandatory	30
Minimum of x 2 References from previous Agent/Landlord		20
Copy of current Police Clearance		20
Copy of Birth Certificate		10
Copy of current Car/Bike Registration		10
Copy of current Electricity/Gas/Telephone account		10
TOTAL NUMBER OF POINTS PROVIDED		



HOW TO APPLY ONLINE

- Go to www.ljhooker.com.au/westlakes
- Select 'Renting'
- Select 'Available Rentals'
- Find the property which you wish to apply, and select by clicking on property address
- Once in property, scroll down until you see 'Apply for this Property'
- You will then need to follow the prompts asking you to 'sign up' or;
- If you have an existing account simply enter your email address and password, and log in
- Fill out the online form. You can save your application at any stage and continue later
- Once application form completed, you will receive a confirmation to your email address to state application has been submitted



APPLICATION FOR RESIDENTIAL TENANCY

Property Address: _____ **Rent \$** _____ **per week**

I/we have inspected the property and agree to accept it with existing features subject to the property being presented in a reasonable condition: Yes No

Have you a debt to any other Landlord or Agent: Yes No

Tenancy Required **6 months** **12 months** **Other** **Date able to Occupy:** _____

Bond will be paid via **Own Funds** **Housing Trust**

APPLICANT 1	APPLICANT 2
Surname:	Surname:
Given Names:	Given Names:
Date of Birth:	Date of Birth:
Drivers License No: Passport No: State/Country of Issue:	Drivers License No: Passport No: State/Country of Issue:
Hm No: Mobile:	Hm No: Mobile:
Work No: Fax No:	Work No: Fax No:
Email:	Email:
Smoker: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Inside <input type="checkbox"/> Outside	Smoker: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Inside <input type="checkbox"/> Outside
Car Make: Model:	Car Make: Model:
Car Rego: Financed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Car Rego: Financed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Interpreter Required If so, language spoken: <input type="checkbox"/> Yes <input type="checkbox"/> No	Interpreter Required If so, language spoken: <input type="checkbox"/> Yes <input type="checkbox"/> No

RENTAL HISTORY

RENTAL HISTORY

APPLICANT 1	APPLICANT 2
Current Address:	Current Address:
<input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with parents	<input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with parents
Agency/Landlord:	Agency/Landlord:
Property Manager:	Property Manager:
Contact Number	Contact Number:
Rent/Mortgage pw: \$	Rent/Mortgage pw: \$
Reason for vacating:	Reason for vacating:
How Long at this address:	How Long at this address:
Previous Address:	Previous Address:
<input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with parents	<input type="checkbox"/> Rent <input type="checkbox"/> Own <input type="checkbox"/> Board <input type="checkbox"/> Living with parents
Reason for vacating:	Reason for vacating:
Bond Refunded in full: <input type="checkbox"/> Yes <input type="checkbox"/> No If no why not:	Bond Refunded in full: <input type="checkbox"/> Yes <input type="checkbox"/> No If no why not:
Previous Agency/Landlord:	Previous Agency/Landlord:
Property Manager:	Property Manager:
Phone:	Phone:

NO RENTAL HISTORY (Home Owner)

NO RENTAL HISTORY (Home Owner)

APPLICANT 1	APPLICANT 2
Property Address:	Property Address:
Selling Agent or Mananging Agent: Contact Details:	Selling Agent or Managing Agent: Contact Details:
Would you like a rental or sales appraisal on your current home? <input type="checkbox"/> Yes <input type="checkbox"/> No	Would you like a rental or sales appraisal on your current home? <input type="checkbox"/> Yes <input type="checkbox"/> No
If no rental history, indicate reason below: <input type="checkbox"/> Own Property <input type="checkbox"/> Lived Overseas <input type="checkbox"/> Lived with parents, family or/friends <input type="checkbox"/> Been travelling	

EMPLOYMENT DETAILS
attach copy of pay slips and/or Tax return
EMPLOYMENT DETAILS
attach copy of pay slips and/or Tax return

APPLICANT 1	APPLICANT 2
Employer:	Employer:
Address:	Address:
Ph No:	Ph No:
Supervisor/Manager:	Supervisor/Manager:
Your Position:	Your Position:
Length of employment:	Length of employment:
<input type="checkbox"/> Permanent <input type="checkbox"/> Part time <input type="checkbox"/> Casual	<input type="checkbox"/> Permanent <input type="checkbox"/> Part time <input type="checkbox"/> Casual
Net Weekly Income:	Net Weekly Income:
If less than 6 months – Previous Employer & No:	If less than 6 months – Previous Employer & No:

IF UNEMPLOYED
IF UNEMPLOYED

Source of Income:	Source of Income:
Centrelink payment type: <input type="checkbox"/> DSP <input type="checkbox"/> Age Pension <input type="checkbox"/> Single Parenting Payment <input type="checkbox"/> Youth Allowance <input type="checkbox"/> New Start <input type="checkbox"/> Other:	Centrelink type: <input type="checkbox"/> DSP <input type="checkbox"/> Age Pension <input type="checkbox"/> Single Parenting Payment <input type="checkbox"/> Youth Allowance <input type="checkbox"/> New Start <input type="checkbox"/> Other:
Net Fortnightly Income: \$	Net Fortnightly Income: \$

IF A STUDENT
IF A STUDENT

Name of University:	Name of University:
Faculty/Course:	Faculty/Course:
Student ID No:	Student ID No:
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Austudy <input type="checkbox"/> Yes <input type="checkbox"/> No	Austudy <input type="checkbox"/> Yes <input type="checkbox"/> No
Net Fortnightly Income:	Net Fortnightly Income:

REFERENCES

Can not be a relative or family member

REFERENCES

Can not be a relative or family member

APPLICANT 1	APPLICANT 2
Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
Known Since:	Known Since:

Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
Known Since:	Known Since:

NEXT OF KIN/RELATIVE

Emergency Contact – Not Living with you

NEXT OF KIN/RELATIVE

Emergency Contact – Not Living with you

Name:	Name:
Address:	Address:
Phone:	Phone:
Relationship:	Relationship:
Known Since:	Known Since:

Pets

Permission from the landlord required for all requests / Animals to be kept outside only

Do you have any pets?	Do you have any pets?
Number of Pets:	Number of Pets:
If yes, please provide full details: Pet type: Breed: Age:	If yes, please provide full details: Pet type: Breed: Age:



ADDITIONAL PEOPLE PERMANENTLY RESIDING AT THE PROPERTY (Other than the applicants)

- | | | |
|---------------|----------|------|
| 1. FULL NAME: | ADDRESS: | AGE: |
| 2. FULL NAME: | ADDRESS: | AGE: |
| 3. FULL NAME: | ADDRESS: | AGE: |
| 4. FULL NAME: | ADDRESS: | AGE: |

Other information to assist us in assessing your application:

Do you own an Investment Property? Yes No

If yes, would you like to receive our 'investor information' via email? Yes No

UTILITY CONNECTIONS This is a FREE service that connects all your utilities



MyConnect is a FREE and easy to use utility connection service

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

Electricity

AGL Energy Australia
 Origin Other: _____

Gas

AGL Energy Australia
 Origin Other: _____

Telephone

Telstra TPG
 Optus iinet

Internet

Telstra TPG
 Optus iinet

Pay TV

The Main Electricity switch must be in the 'OFF' position between 7 am and 6 pm on the day of connection

By signing this application, 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, 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 myconnect record all calls for coaching, quality and compliance purposes; 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.

Applicant Signature: _____ **Date** / /

CONFIRMATION AND ACKNOWLEDGEMENT

- I/We have/have not been evicted from previous rental accommodation
- I/We declare that I/We are/are not bankrupt or undischarged bankrupt
- I/We will pay a rental bond of \$_____ upon signing the tenant agreement, which will be lodged with the Residential Tenancies Office of Business & Consumer Affairs
- The applicant/s have inspected the property detailed herein
- I/We authorise LJ Hooker West Lake to conduct any and all enquiries and searches required to verify the information contained in this application and report these matters to the Landlord under the provisions of the Privacy Act.
- **UTILITIES:** You are aware that it is the tenant’s responsibility to connect and upon vacation, disconnect the utilities to the said property herein. If you elected to use the enclosed service provided to assist with your utility connection we can contact them on your behalf with your permission, or alternatively you can contact them directly
- Adjusted water supply will apply at the beginning of your tenancy and thereafter
- **WATER:** All water accounts are payable within 14 days of the receipt of invoice, or when your next payment is due
- The following water costs will apply (unless specifically agreed otherwise)
 - Quarterly water supply charges
 - All water usage at a rate and manner determined or prescribed by SA Water
- All water costs will be calculated and adjusted on a daily basis for the duration of the tenancy
- **GARDEN:** The applicant/s acknowledge they will be responsible to maintain (keep alive), water, mow & weed all gardens, garden beds, shrubs & lawns
- **PETS:** The signing of a Pet Agreement is required if permission is granted to keep pets on the property
- **SMOKING:** These premises are designated ‘smoke free’. If your application is accepted, you and any other co-tenants, sub-tenants, occupiers and guests, agree to not smoke in or at the premises
- **PHONE:** LJ Hooker West Lakes cannot guarantee that the property you have applied for has an active phone line connected or internet availability area. It is the tenants responsibility for an investigation or connection of such services to the property
- **VERBAL ACCEPTANCE & LEASE SIGNING APPOINTMENT:** Under the Residential Tenancies Act, verbal acceptance of a written application is binding up both parties. Accordingly the Landlord cannot withdraw their acceptance and the tenant is obligated to proceed. Please note that the agreement is voidable at the Landlord’s option if you fail to pay the bond by the due date

Signed by the Applicant/s

Applicant 1.

Signature:

Date: / /

Applicant 2.

Signature:

Date: / /
