

TENANCY APPLICATION FORM

Acceptance of this tenancy application will not be acknowledged until all pages are completed and signed.

Agency: Bergelin Property Address: 2 / 7A Wentworth Street, Manly NSW 2095 Ph Number: 02 9977 4200 Email: admin@bergelin.com.au Website: www.bergelin.com.au

Manprop Pty Ltd T/as Bergelin Property ABN 42521162367



Agent Name: Bergelin Property Address: 2 / 7A Wentworth Street, Manly NSW 2095 Phone no: 02 9977 4200 Email: admin@bergelin.com.au

Residential Tenancy Application Form

Please complete both sides of this form for your application to be processed.

1. Property Applying For	3. Personal Details	
Address	Title First Name	Initial
Suburb Postcode	Last Name	
Lease Term Years Months	Date of Birth / /	
Date Property to be occupied / /	Current Address	
Rent Payable for Property	Suburb	Postcode
Pets	Drivers Licence Number	State of Issue
Other applicants	Car Registration Number	
	Alternate ID (eg passport)	No
	Pension Type	No
2. If self-employed, please complete the following Company Name	Home Phone Number	
Company Address	Mobile Phone Number	
Suburb Postcode	 Email	
Business Type	Occupation	
Position Held	Employers Name	
A.B.N.	Employer Phone Number	
Accountant Name	Please provide a contact number yo	u are available on all day
Accountant Phone	Contact number:	
Solicitor Name		
Solicitor Phone		

4. Utility Connection Services





P: 1300 854 478 E: enquiries@myconnect.com.au www.myconnect.com.au

Moving home has never been easier

My Connect is dedicated to helping you move home more easily. We can connect your utilities including electricity, gas, phone, internet and pay TV to a

broad choice of leading providers. We can also organise your disconnections and offer a range of additional services, such as cleaning and food services,

removalists and vehicle hire.

PRIVACY CONSENT AND TERMS: By signing this form you consent and agree to the following:

When using the MyConnect service you;

a) Consent to the disclosure of information to MyConnect (ABN 65 627 003 605) for the purpose of arranging the connection of nominated utility services. b) Understand and acknowledge that you are the authorised person completing a MyConnect form (including Get Connected Form, Tenancy Application Form, Online Signup) and you are confirming you wish to be contacted by MyConnect (including by telephone, SMS and email in order to:

Provide the requested services and be offered additional services specific to your address
Be offered consultation relating to the supply of the requested services and/or other services for utility providers

- iii. Market or promote any of the services and other products MyConnect offers in line with our participating partners c) Consent to MyConnect disclosing personal information to utility service providers for the stated purpose and obtaining confirmation of connection d) Consent to MyConnect disclosing confirmation details (including NMI, MIRN, utility provider) to the Real Estate Agent e) Acknowledge that whilst MyConnect is a free service, a standard connection fee and/or deposit may be required by various utility providers

b) 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 you 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

YES I accept the Terms. Please call me to connect my new home services

Date:

5. Current Situation		9. Current Employment	Details	
Are you the Owner Renter		Employment Address		
Duration at your current address? Years	Months	Suburb	Post	code
Name of Landlord/Agent (If applicable)		Contact Name	Ph Number	
Phone Number		Length at current employment	Years Months	
Rent Paid per week		Total income after tax		
Reason for leaving		10. Previous Employme Occupation	nt Details	
		Employers Name		
Was bond repaid in full? Yes No, If No, pleas	se specify	Employment Address		
		Suburb	Post	code
		Employer Phone Number		
6. Previous Rental History		Contact Name		
Were you the Owner Renter		Length at previous employment	Years	Months
	Postcode	Net Income \$	Per Week \$	Per Month
Duration at your previous address Years	Months	11. Personal Referees		
	Months	1. Reference name		
Name of Landlord/Managing Agent/Selling Agent		Occupation		
Phone Number		Relationship	Ph	
Rent Paid per week		2. Reference name		
Reason for leaving		Occupation		
Was bond repaid in full? Yes No If No, ple	ase specify	Relationship	Ph	
		12. If Student, please co	omplete the following	
7. Other Information		Place of Study		
Number of persons occupying property Adults	Children	Course being undertaken		
Please specify the ages of any children				

Address Ph Mobile Other

Relationship	Ph
12. If Student, please co	mplete the following
Place of Study	
Course being undertaken	
Course Length	
Enrolment Number	
Parents Name	Ph
Campus Contact	Ph
Course Co-ordinator	Ph

13. How did you find out about this property? (Please Tick)

Yes, if Yes, please specify

Relationship

Breed of pet

RENT LIST OFFICE FOR LEASE BOARD NEWS PAPER INTERNET OTHER: SOCIAL MEDIA:

14. Declaration

Do you have pets? No

Type of pet

8. Next of Kin EmergencyContact

I acknowledge that this is an application to lease this property and that my application is subject to the owner's approval and the availability of the premises on the due date. I hereby offer to rent the property from the owner under a lease to be prepared by the Agent pursuant to the Residential Tenancies Act 2010. I acknowledge that I will be required to pay rental in advance and a rental bond, and that this application is subject to approval from 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 details of my credit worthiness from, the owner or Agent of my current or previous residence, my personal referees, 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 any person whom the Agent reasonably considers has an interest receiving such information.

Signed:

Parents Address Overseas:

Date / /



Tenancy Privacy Statement

Please complete both sides of this form for your application to be processed.

This form is to be accompanied by an Application for Tenancy. Your Application for Tenancy cannot be accepted unless this has been completed in full and signed.

Due to changes in the Privacy laws, from 21st December 2001, all real estate agencies must ensure that you fully understand the National Privacy Principles and the manner in which we must use your private information in order to carry out our role as professional property managers. Please take the time to read this Privacy Statement carefully, and once completed return it to this office with your tenancy application.

As professional property managers, Bergelin Estate Agents collects personal information about you. To ascertain what personal information we have about you, you can contact us by the following ways:

Telephone: 02 9977 4200 Email: admin@bergelin.com.au In Person: 2 / 7A Wentworth Street, Manly NSW 2095

As professional property managers, we collect your personal information to assess the risk in providing you with the lease/tenancy of the premises you have requested, and if the risk is considered acceptable, to provide you with a lease/tenancy of the premises.

To carry out this role, and during the term of your tenancy, we usually disclose your personal information to the following:

The landlord, the landlord's lawyers, the landlord's mortgagee – for mortgage purposes, referees you have nominated, organisations/tradespeople required to carry out maintenance to the premises, rental bond authorities, Residential Tenancies Tribunals/Courts, collection agencies, National Tenancies Database Pty Ltd, Remington White, other real estate agents and landlords, utilities companies such as gas, electricity, water connection, telephone connection, banks – for rental payment facilities and financial records, employers – for reference purposes.

PLEASE NOTE:

- 1. This application is subject to the owner's approval and may take 2-3 days to process.
- 2. All applicants must complete an application form.
- 3. Ensure your email address is correct so that we can invite you to use the NSW Fair Trading Rental Bonds Online service for payment of your initial bond.
- 4. Initial rental payments must be paid in cash to Bergelin Estate Agents.
- 5. The applicant hereby agrees to a credit check being carried out by the National Tenancy Database.
- 6. The applicant acknowledges that the property is in a reasonably clean condition and in good repair as inspected.

TENANCY ACCEPTANCE

We understand that finding and selecting a rental property is often difficult. We will process your application as quickly as possible, but please remember we may be processing many applications at the same time. To assist us please fill out ALL required details on the application and ensure your completed application is returned to our office as quickly as possible.

UNSUCCESSFUL APPLICATIONS

Should your application be unsuccessful you will be advised. However, should you wish to apply for another property we will hold over your application for you.

SUCCESSFUL APPLICATIONS

Should your application be successful you will be notified by phone and requested to confirm your tenancy. We require the leases to be signed and the bond to be paid in full to secure the tenancy. The property manager will supply you with these amounts at the confirmation of your tenancy. Keys will only be handed out when all parties have signed the tenancy agreement, Bond Lodgement Form, all monies have been paid and the tenancy has commenced. No action will be taken against the landlord or agent if the application is unsuccessful or upon acceptance should the premises be unavailable for occupation on the date for whatever reason.

Signing of tenancy agreements and the payment of the bond can be undertaken at the office indicated by your property manager. It is a policy of Bergelin Estate Agents that all rental payments are made via cash, cheque, direct debit or rent card as payment of monthly rent.

Signed by the:

Applicant

Print Name

Date

Witness