



HARVIE
G R O U P

Tenancy Application

How did you find out about this property?			
<input type="checkbox"/> Sydney Morning Herald	<input type="checkbox"/> harviigroup.com.au	<input type="checkbox"/> domain.com.au	<input type="checkbox"/> realestate.com.au
<input type="checkbox"/> Sign Board	<input type="checkbox"/> Friend	<input type="checkbox"/> Other	
Address of Property Applying for:			
Lease Start Date:		Length of Tenancy:	
No. Of Bedrooms:		Parking – No. of spaces:	
Furnished/Unfurnished:			
Date Inspected:		Rental:	
Weekly Rent:		Fortnightly/Monthly Amount:	
No. Of Adults:	No. Of Children:	Details of pets: Y/N Type:	Smoker : Yes / No
Tenant Name:			
Current Address:			
Home phone:		Car registration:	
Mobile:		Expiry:	
Work Phone:		Marital Status:	
Fax:		Drivers Licence No:	
Email:		Passport No:	
Date of Birth:		Country (passport):	
Current rent:		Length of stay:	
Agent/Landlord:		Telephone:	
Bond refunded in full (Y/N):		Reason for leaving:	
Previous Address:			
Rent:		Agent/landlord:	
Length of stay:		Agent/landlord PH:	
Bond refunded in full (Y/N):		Reason for leaving:	
Employment: (if less than 6 months please advise previous employment)			
Employer:			
Employer address:			
Position:		Contact Name:	
Contact No:		Net Weekly Income:	
Length of employment:			



References (Not Relatives)	
Ref 1	
Name:	Relationship:
Telephone:	
Ref 2	
Name:	Relationship:
Telephone:	
Ref 3	
Name:	Relationship:
Telephone:	
Emergency Contact	
Name:	Relationship:
Address:	Telephone:
100 Point ID Check	
In order for your application to be processed you must provide 100 points (minimum) of identification, one of which must be photo ID. The following documents are acceptable.	
Driver's License (40 pts) <input type="checkbox"/>	Previous Landlord Reference (20 pts) <input type="checkbox"/>
Passport (40 pts) <input type="checkbox"/>	Previous 2 rent receipts (20 pts) <input type="checkbox"/>
Birth Certificate (certified copy) (30 pts) <input type="checkbox"/>	Employment reference on letterhead (20 pts) <input type="checkbox"/>
Other Photo ID (30 pts) <input type="checkbox"/>	Motor Vehicle Registration (10 pts) <input type="checkbox"/>
Current Wages Advice (20 pts) <input type="checkbox"/>	Bank Statement (10 pts) <input type="checkbox"/>
Telstra Account (10 pts) <input type="checkbox"/>	Electricity Account (10 pts) <input type="checkbox"/>
Privacy	
The personal information the prospective tenant provides in this application or collected from another sources is necessary for the agent to verify the applicant's identity to process and evaluate the application and to manage the tenancy. Personal information collected about the applicant in this application and during the course of the tenancy if the application is successful may be disclosed for the purpose for which it was collected to other parties including the landlord, referees, other agents and third-party operators of the tenancy reference databases. Information already held on tenancy databases may also be disclosed to the agent and/or landlord. If the applicant enters into a residential tenancy agreement, and if the applicant fails to comply with their obligations under that agreement, that fact and other relevant personal information collected about the applicant during the course of the tenancy may also be disclosed to the landlord, third party operators of tenancy reference databases and/or other agents. If the applicant would like to access personal information the agent holds, they can do so by contacting the agent at the address and contact no's contained in this application. The applicant can also correct this information if it is inaccurate, incomplete or out-of-date. If the information is not provided, the agent may not be able to process the application and manage the tenancy.	
Tenant Reference Australian (TRA) Declaration	
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 the 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 amendments (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 incorrect search as I understand faults can be made 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 he said eventuates I may question the source and understand this will be thoroughly investigated and corrected immediately. Furthermore, I 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 a natural person 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. https://tradingreference.com/forms/tendec.pdf	
I authorise the agent to obtain details of my credit worthiness from:	
<ol style="list-style-type: none"> 1. The owner or the agent of my current or previous residence; 2. My personal referees; 3. Any record, listing or database 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 in receiving such information.	
Tenant Signature: _____ Date: _____	



Utility Connections:

Your Free No Obligation Utility Connection Service

“Let us do the running around and connect your utilities for you”

Please tick utilities as required (we will call you to confirm your details and connection timings)

Electricity Internet Gas Phone Pay TV 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

Date

P: 1300 664 715 F: 1300 664 185 W: www.directconnect.com.au