

Residential Application Form

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

Please scan and email application, ID and other supporting documents to **info@CopaPM.com.au**
If you don't have a scanner please download a free scanning app to your phone. Please note we don't accept photos of applications.

A. AGENT DETAILS

Copacabana Property Management

Address: PO BOX 4034
Copacabana NSW 2251
Phone: 0432 948 738
Web: copacabanapropertymanagement.com.au
Email: info@CopaPM.com.au

B. 100 POINTS OF IDENTIFICATION

PLEASE PROVIDE A MINIMUM OF 100 POINTS OF IDENTIFICATION TO SUPPORT YOUR APPLICATION. *IT IS MANDATORY TO INCLUDE AT LEAST ONE FORM OF PHOTO IDENTIFICATION.

TYPE	POINTS
Drivers Licence*	40 Points
Passport*	40 Points
Other Photo ID*	30 Points
Birth Certificate	30 Points
Previous Tenancy Reference	20 Points
Current Wage Advice	20 Points
Previous 2 Rent Receipts	20 Points
Bank Statement	10 Points
Electricity Account	10 Points
Motor Vehicle Registration	10 Points
Telephone Account	10 Points
Gas Account	10 Points

C. PROPERTY DETAILS

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

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

D. 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.

Email address

7. What is your current address?

8. How did you find out about this property?

- realestate.com.au domain.com.au blackpropertycc.com.au
 Office Office Window Sign Board at property
 Referral Other (specify)

E. APPLICANT HISTORY

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

 Years Months

10. Why are you leaving this address?

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

Name of landlord or agent

Property Manager Name

Property Manager Email

Landlord/agent's phone no.

Weekly Rent Paid

12. What was your previous residential address?

13. How long did you live at this address?

 Years Months

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

Name of landlord or agent

Property Manager Name

Property Manager Email

Landlord/agent's phone no.

Weekly Rent Paid

Was bond refunded in full?

If not why not?

F. 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.

Length of employment

Net Income per week

Years

Months

\$

16. Please provide your previous employment details, occupation?

Employer's name

Contact name

Phone no.

Length of employment

Net Income per week

Years

Months

\$

G. CONTACTS / REFERENCES**17. Please provide a contact in case of emergency**

Surname

Given name/s

Relationship to you

Phone no.

18. Please provide 2 personal references (not related to you)

1. Surname

Given name/s

Relationship to you

Phone no.

2. Surname

Given name/s

Relationship to you

Phone no.

H. OTHER INFORMATION**19. How many cars will be parked at the property?****20. Please provide details of any pets**

Breed/type

Council registration / number

21. Do you own an investment property?

Yes

No

I. PAYMENT DETAILS**Property Rental**\$ per week

Rent in advance (2 weeks)

\$

Rental Bond (4 weeks rent):

\$

TOTAL

\$

J. FREE UTILITY CONNECTION SERVICE

Direct Connect is a FREE service that can connect you to the following utilities and services in your new home:

Electricity
Gas
Phone
Internet
Pay TVCleaners
Insurance
Removalist
Truck or van hire **YES**

➤ I/we consent to Black Property providing my personal information details to Direct Connect which will include my name, address, email and phone number to be contacted in relation to my/our utilities and service connections.

➤ This includes obtaining metering information for the premises I am moving to.

Signature

Date

570 Church Street Cremorne 3121 Victoria P: 1300 664 715 F:1300 664 185. www.directconnect.com.au

K. DISCLAIMER/AUTHORITY

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 in to 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, the tenant, accept the property in the condition it was in when inspected.

I authorise the Agent to obtain personal information about me from:

- (a) The owner or the Agent of my current or previous residences;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants;
- Any record listing or database of defaults by tenants such as TICA, NTD or TRA for the purpose of checking your tenancy history.
- I am aware that I may access my personal information by contacting:
TICA 1902 220 346, NTD 1300 563 826, TRA (02) 9363 9244

I am aware that the Agent will use and disclose my personal information within this application in order to:

- (a) communicate with the owner and select a tenant
- (b) prepare lease/tenancy documents
- (c) allow trades-people 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 check with TICA
- (h) conduct a Facebook check on all potential tenants

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