



## Tenancy Application

Address of Premises applied for		Furnished/Unfurnished
Applicant's Full Name/s		
Current Address		Email:
Home Phone:	Work Phone:	Mobile:
Date/s of Birth	Marital Status	Children
No. of person to occupy	Any Pets	

Occupation	F/Time / P/Time / Casual	Employer	
Period of Employment	Net Income:	Contact Name	Phone
Employer's Address			
Previous Employer	Phone		
Period of Employment	Contact Name		

Current Landlord / Agent	Phone	Reason for Leaving
Period of Occupancy	Contact Name	Rent p.w.
Previous Address		
Previous Landlord / Agent		
Driver's License	Car Reg. No.	

**THE APPLICANTY STATES THAT**

- i. The information given in this application is true and correct and this is a fundamental precondition of the owner entering into the Residential Tenancy Agreement.
- ii. He is not bankrupt or insolvent.
- iii. The premises have been inspected and any rental bond and initial payment of rent will be made in bank/building society cheque.

**NOTICE:** Section 42 A of the property. Stock and Business Agents Act 1941 provides that an application to review a statement of claim or itemized account may be made to the Real Estate Services Council within 28 days after the statement of claim or itemized account is served on you.

**TENANCY TERMS**

Period \_\_\_\_\_ months, commencing on \_\_\_\_\_ Rent is \_\_\_\_\_ p.w.

First payment of rent in advance	\$ _____
Rental bond	\$ _____
Preparation fee	\$ _____
Subtotal	\$ _____
Less reservation fee (if applicable)	\$ _____
Total amount payable	\$ _____

Applicant Signature \_\_\_\_\_ Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

## Privacy Act Disclaimer – Please Complete

Dear Landlord/Agent

I ..... (applicant's name)  
of ..... (present/previous address)  
request that ..... present/previous landlord or agent)  
provide Li & Fung Properties a copy of my rental history/ledge in support of my residential tenancy  
application for .....  
..... (property applying for)

The fax number for Li & Fung Properties is (02) 9267 8383

The earliest attention to this request is appreciated.

Print Name .....

Signature ..... Date .....

### Privacy Act 1988-Collection Notice

The personal information the prospective tenant provides in this application or collected from other 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 to landlords and their advisers, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy reference 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 of tenancy reference databases and/or other agent.

If the applicant would like to access the personal information the agent holds, they can do so by contacting Li & Fung Properties at Suite62, L6, 650 George Street, Sydney Ph. 9267 6868. 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.

## TENANCY APPLICATIONS NOTE

We required the following information to be supplied to process an application:

1. Photo I. D. – Passport / Driver's License / Student ID
2. If you are students, please provide eCOE & visa
3. References from previous landlords or agents
  - Copy of previous lease agreement OR
  - Copies of previous rental receipts
3. Proof of last residential address – i.e. Phone bill, Electricity or gas bill, Bank or Credit card statements
4. Proof of income
5. Updated Bank Details with name. (Print screen is acceptable).

On approval of application, all money due **MUST** be paid in full by **BANK CHEQUE**. Applications will only be processed on a completed AND signed tenancy application.

**Li & Fung Properties Pty Ltd** ABN: 13 061 738 850

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