

# Tenancy Application

Commercial/Retail Property

fax: 02 9389 2696  
attn: \_\_\_\_\_

<b>PROPERTY:</b> _____	
<b>FULL NAME:</b> _____	
<b>FULL ADDRESS:</b> _____	
<b>MOBILE:</b> _____	<b>WORK PH:</b> _____
<b>EMAIL:</b> _____	<b>FAX:</b> _____

<b>DRIVERS LICENCE NUMBER:</b> _____	<b>DOB:</b> _____
<b>REGO NO:</b> _____	<b>STATE:</b> _____

<b>COMPANY/REGISTERED BUSINESS</b>	
<b>NAME:</b> _____	<b>ACN/ABN:</b> _____
<b>REGISTERED ADDRESS:</b> _____	
<b>DIRECTORS NAME/S:</b> _____	
<b>YEARS EMPLOYED:</b> _____	

<b>TRADE</b>	<b>NAME:</b> _____	<b>PH:</b> _____
<b>REFERENCES:</b>	<b>NAME:</b> _____	<b>PH:</b> _____

<b>BANK:</b> _____	<b>BRANCH:</b> _____
<b>PHONE:</b> _____	
<b>ACCOUNTANT:</b> _____	<b>PH:</b> _____
<b>ADDRESS:</b> _____	
<b>SOLICITOR:</b> _____	
<b>ATTENTION:</b> _____	<b>PH:</b> _____
<b>ADDRESS:</b> _____	<b>FAX:</b> _____

<b>CURRENT ADDRESS:</b> _____	<b>PH:</b> _____
<b>AGENT/LANDLORD:</b> _____	<b>PH:</b> _____
<b>PREVIOUS ADDRESS:</b> _____	<b>PH:</b> _____
<b>AGENT/LANDLORD:</b> _____	<b>PH:</b> _____

<b>ANNUAL RENT: \$</b> _____	<b>GROSS/NETT</b>
<b>OUTGOINGS:</b> _____	
<b>TERM OF LEASE:</b> _____	<b>OPTION TO RENEW:</b> _____
<b>RENT INCREASES:</b> _____	<b>MARKET REVIEW:</b> _____
<b>LEASE COMMENCEMENT DATE:</b> _____	

I/We the Applicant/s declare that I/We are not bankrupt, in liquidation or an undischarged bankrupt and affirm that the information is true and correct. I/We have inspected the premises described above and wish to take tenancy with the terms stated heron. I/We undertake to tender a security deposit (if required) by money order or by cheque upon execution of the Lease documents.  
I/We herewith tender as deposit the sum of \$.....(cheque or money order) which represents the first months rental that the lessor or his agent prepare the appropriate lease document for my/our signatures.  
In the event that this application is rejected by the Lessor, the deposit paid will be forthwith refunded to me/us in full.  
In the event that I/We decide not to proceed, I/We accept that the deposit will be forfeited in full.

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**In the presence of:** \_\_\_\_\_ **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*

*Applicants 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 Lease, and if the Applicant fails to comply with their obligations under the 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 the personal information the Agent holds, they can do so by contacting Steven Krulis Real Estate at Level 9, 1 Newland Street Bondi Junction / 9389 8100/ mail@krulis.com.au. 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.*

**Applicants Name (Print):** \_\_\_\_\_

**Applicants Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Statement of Assets and liabilities

As at ...../...../.....

Name: \_\_\_\_\_

Show amounts to nearest \$ (dollars) only

LIABILITIES	\$	ASSETS	\$
House Mortgage (Mortgagee) ..... ..... .....		Income ..... ..... .....	
Bank Overdraft etc. Bank & Branch ..... ..... ..... Bank Card ..... ..... ..... Hire Purchase (Name) ..... ..... ..... Store Accounts (Name) ..... ..... .....		Property Details ..... ..... ..... Furniture & personal effects ..... ..... ..... Motor Vehicle Make ..... Model ..... Bank Accounts ..... ..... .....	
Other (Show details) ..... ..... .....		Investments/Building Society/ Share Deventures (show details) ..... ..... .....	
		Life Insurance Cover \$ S/V ..... ..... .....	
		Superannuation ..... ..... ..... Other show details ..... .....	
<b>Surplus</b>			
<b>Total</b>		<b>Total</b>	

I certify that the above is a true statement of my assets and liabilities

Signature \_\_\_\_\_ Date \_\_\_\_\_