



PHILLIPS PANTZER DONNELLEY

Application Date *	
Property Details	
Property you are applying to rent *	
Weekly rental *	
Lease commencement date *	
Lease term *	
Personal Details	
Last Name *	
First Name *	
Date of Birth *	
Home Phone	
Work Phone *	
Mobile Phone *	
Fax	
Email Address *	
What is your current address? *	
Length at your current address? *	
Why are you leaving this address? *	
Name of Agent or Landlord *	
Agents/Landlord Phone *	
Weekly rent paid *	
Was the bond refunded in full? *	
If not why?	
What was your previous address? *	
Length at your previous address? *	
Why did you leave this address? *	
Name of Agent or Landlord *	
Landlord/Agents Phone *	
Was the bond refunded in full? *	
If not why?	
Employment History	
What is your occupation? *	
Employer's name *	
Employer's address *	
Contact Name *	
Contact Number (Landline)*	



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Mobile Number *	
Length of Employment *	
Net Monthly Income*	
Please provide previous employment details if less than 3 years at current employer	
Occupation	
Employer's name	
Contact Number	
Length of Employment	
Emergency Contact Please provide a contact in case of an emergency	
Name *	
Contact Number *	
Address *	
Relationship to you *	
References Please provide two personal references (not related to you)	
1. Name *	
Contact Number *	
Relationship to you *	
2. Name *	
Contact Number *	
Relationship to you *	
Other Information (as applicable)	
Car Registration	
Drivers Licence Number	
Drivers Licence State	
Passport Number	
Passport Country	
Additional Property Details	
Rental Payments: Note rental payments can only be paid fortnightly or calendar month.	
How many people will occupy the property? *	____ Adults                      ____ Children
Smokers	____ Yes                              ____ No
Pets	If so type?
Where did you find out about the property?	
Date you viewed the property	
Any other comments	



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For your application to be processed, please ensure that all fields marked \* have been completed and you are required to provide photocopies of the following documents:

1. Photo Identification - eg current drivers licence or passport.
2. Rental ledger or rent receipts - showing a history of your rental payments.
3. Account/Invoice with your current address - eg phone/mobile, electricity, credit card, bank account, rates notice.
4. Evidence of income - 2 x pay slips or letter from employer. If self employed a letter from your accountant or your last tax return. Copy of your current bank statement.
5. References - a written rental reference and any other written references. If you have sold your home provide copy of your rates notice or water bill and the selling agent's details.

Please note that incomplete applications will not be processed.

It is essential that each person who wishes to reside on the premises complete an application form in full.

I \_\_\_\_\_  
(applicant's name)

Of \_\_\_\_\_

Request that \_\_\_\_\_  
(previous agent) provide Phillips Pantzer Donnelley Property Management a copy of my rental ledger in support of my residential tenancy application for:

\_\_\_\_\_  
(property applying for)

#### Terms & Conditions

I give Phillips Pantzer Donnelley Property Management permission to contact my/our Employer and Property Manager to confirm the information contained in this application and I authorize my/our employer and Property Manager to supply such information.

I also authorize that the above information may be used to carry out a credit check and agree that should I be in breach of any express or implied provision of the tenancy or any provision of the Residential Tenancies Act, that I will pay the Landlord's costs incurred in undertaking collection action to recover his/her losses. I also consent to a tenancy reference check being done on myself, with TICA & TRA.

I Agree to the Terms & Conditions above.

\_\_\_\_\_  
Date: \_\_\_\_\_

Applications to be sent to:  
Property Management Department  
PO Box 1191  
Woollahra NSW 1350  
[office@ppdre.com.au](mailto:office@ppdre.com.au)



PHILLIPS PANTZER DONNELLEY

Direct Connect can help arrange for the connection or provision of the following utilities and other services:



- Electricity
- Gas
- Phone
- Internet
- Pay TV
- Insurance
- Truck or van hire
- Cleaners

Please tick this box if you would like Direct Connect to contact you in relation to any of the above utilities and other services.

Please provide your personal details:

Title:  First Name:

Last Name:

Date of Birth:  Day  Month  Year

Licence/Passport/Medicare No:  State/Country:

Please provide your contact details:

Home phone no:  Mobile phone no:

Work phone:  Fax phone no:

Email address:

Connection date:

Day  Month  Year

Property for connection:

Unit/Floor No:  Street No:

Street Name:

Suburb:

State:  Post Code:

Postal address:

Unit/Floor No:  Street No:

Street Name:

Suburb:

State:  Post Code:



**This is a FREE service that connects all your utilities and other services.**

We guarantee that when you connect with one of our market leading electricity and gas suppliers, your services will be connected on the day you move in. Please refer to Direct Connect's Terms & Conditions for further information.

Once Direct Connect has received this application Direct Connect will call you to confirm your details. Direct Connect will make all reasonable efforts to contact you within 24 hours of the nearest working day on receipt of this application to confirm your information and explain the details of the services offered. Direct Connect is a one stop connection service. Direct Connect's services are free. However, the relevant service providers may charge you a standard connection fee as well as ongoing service charges.

DECLARATION AND EXECUTION: By signing this application, you:

- Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
- Invite Direct Connect to contact you by any means (including by telephone or SMS even if the Customer's telephone number is on the Do Not Call Register) in order to provide Direct Connect's services to you, to enter into negotiations with you relating to the supply of relevant services as an agent for the service providers, and to market or promote any of the services listed above. This consent will continue for a period of 1 year from the date the Customer enters into the Agreement
- Consent to Direct Connect using the information provided by you in this application to arrange for the nominated services, including by providing that information to service providers for this purpose. Where service providers are engaged by you, they may use this information to connect, supply and charge you for their services.
- Authorise Direct Connect to obtain the National Metering Identifier and/or the Meter Installation Reference Number for the premises you are moving to.
- Agree that, except to the extent provided in the Terms and Conditions, Direct Connect has no responsibility to you for the connection or supply (or the failure to connect or supply) any of the services.
- Acknowledge that Direct Connect may receive a fee from service providers, part of which may be paid to the real estate agent or to another person, and that you are not entitled to any part of any such fee.

By signing this application form, I warrant that I am authorised to make this application and to provide the invitations, consents, acknowledgements, authorisations and other undertakings set out in this application on behalf of all applicants listed on this application.

Signature

Date