

APPLICATION TO LEASE PROPERTY

LJ Hooker Commercial

Sutherland Shire

Subject To: Lessor & Lessee Agreement
Contract
Availability of premises
Lease being signed by all parties
Vacant possession

Unit 1, 20 Meta Street, Caringbah
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This application is subject to the formal written approval of and acceptance by the Lessor and that no legal rights or obligations will arise unless and until execution and exchange of Leases between the Lessor and the Lessee. In the meantime the Agent reserves the right to negotiate with other interested parties on behalf of the Lessor.

ADDRESS OF PROPERTY APPLYING FOR:	
APPLICANT/S FULL BUSINESS NAME:	
APPLICANTS FULL NAME(s):	
ABN/ACN:	
REGISTERED ADDRESS:	
MOBILE NUMBER:	
BUSINESS PHONE & FAX:	
EMAIL(s):	
DRIVERS LICENSE NO(s): (Note: please attach a copy of your licence with your application)	

PROPOSED USE	
RENT (PM/PW)	GST Exclusive
BOND	
ANNUAL INCREASES	
PROPOSED LEASE TERM	
PROPOSED OPTION TERM	
COMMENCEMENT DATE	
OUTGOINGS PAID BY LESSEE	(A gross lease typically includes; water usage charges, air-conditioning maintenance, electricity, telephone charges, public liability insurance and all other tenant consumables)

CLEANING & RUBBISH REMOVAL	To be paid by Lessee	FIT OUT & SIGNAGE	Approved by Council/Lessor at Lessee's expense
PUBLIC LIABILITY	\$20,000,000.00 Public Liability including Plate Glass if required		
LEGAL FEE & LEASE PREPARATION	<p>LJ Hooker Commercial can prepare any lease for a period of up to three (3) years, including the option. The cost of a lease prepared by our office is \$440 (incl GST). Examples of terms our office can provide are:</p> <p>One (1) Year Lease, Two (2) Year Option One (1) Year Lease, One (1) Year Option Two (2) Year Lease, One (1) Year Option Three (3) Year Lease, No Option</p> <p>For any term above 3 years, a solicitor will need to prepare the lease. Solicitor prepared leases will be at the cost of the lessee (subject to the retail leases act).</p>		
SPECIAL CONDITIONS			
LESSOR WORKS			
LESSEE WORKS	<p>All works (if any) should be:</p> <p>1/ Completed in a professional and tradesman like manner 2/ Approved by the lessor prior to works commencing</p>		

ADDRESS OF PREMISES CURRENTLY LEASED (if applicable):	
Landlord/Managing Agent: (COMPANY AND CONTACT)	
Contact Phone Number of Landlord or Agent:	
How long have you occupied these premises?	

<u>TRADE REFERENCE 1</u> COMPANY NAME:	
CONTACT AT COMPANY:	
PHONE NUMBER:	
How long have you traded with this company?	

<u>TRADE REFERENCE 2</u> COMPANY NAME:	
CONTACT AT COMPANY:	
PHONE NUMBER:	
How long have you traded with this company?	

ASSETS	LIABILITIES	
ADDRESS OF PROPERTY OWNED:		
MARKET VALUE:	\$	Monthly Payment: \$
ADDRESS OF PROPERTY OWNED:		
MARKET VALUE:	\$	Monthly Payment: \$
NETT BUSINESS ASSETS (Excluding Good Will)	\$	
MOTOR VEHICLES (insured value)	How Many Vehicles?	\$
FURNITURE/CONTENTS	\$	
CREDIT CARD TOTAL LIMITS	\$	Monthly Payment: \$
TOTALS	\$	\$

Declaration:

I/We the applicant hereby authorises LJ Hooker Commercial Sutherland Shire to obtain trade references and other enquiries. The applicant agrees that submission of this application does not constitute any acceptance by the owner of the applicants offer to lease the subject premise. The applicant/s warrants and hereby declares that he/she (as directors of the lessee company if applicable) is or are not bankrupt or an undisclosed bankrupt. I /We the abovementioned applicant do solemnly declare that the information as shown above is true and correct by virtue of the provisions of the Oaths Act 1990.

Privacy Act 1988

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 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 the landlord, referees, other agents and third party operators of tenancy reference databases. Information already held on tenancy reference/databases may be disclosed to the Agent and/or Landlord. If the applicant enters into Agreement and if the Applicant fails to comply with their obligations under that agreement, the fact and the other relevant personal information collected about the applicant/s during the course of the tenancy may be disclosed to the landlord, and /or other agents.

If the applicant/s would like to access the personal information the Agent holds, they can do so by contacting LJ Hooker Commercial Sutherland Shire. The applicant can also correct this information if it is inaccurate, incomplete or out of date.

Signature of Applicant/s:

1) _____ Date: _____

2) _____ Date: _____

Signature of Witness: _____ **Date:** _____