

GREG HOCKING

COMMERCIAL

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COMMERCIAL APPLICATION FORM

A. PROPERTY DETAILS AND LEASE TERMS

Property address

Commencement date

Lease term

DD / MM / YY

YEARS / MONTHS

Option period and terms

Rent per calendar month

Rent per annum

Rent review and basis

Security deposit

Outgoings

Proposed use of premises

B. APPLICANT DETAILS

Name of applicant/company

Full registered name of company

ACN

ABN

Registered for GST

Yes

No

please circle

Registered address

Principal trading address

Phone

Mobile

Email

Nature of business

Length of time in operation

If less than 3 years please complete section E

C. BUSINESS AND TRADE REFERENCES

Current landlord/Agent

Contact

Phone

Present rental (PCM)

Current lease term

Trade reference 1

Company name

Contact

Phone

Length of time dealt with

Trade reference 2

Company name

Contact

Phone

Length of time dealt with

Trade reference 3

Company name

Contact

Phone

Length of time dealt with

Solicitor

Company name

Contact

Phone

Accountant

Company name

Contact

Phone

Bank

Company name

Branch

Term operated

Contact

Phone

D. PERSONAL GUARANTEE DETAILS

Applicant/Director 1

Full name

Residential address

Phone

Mobile

Drivers license number (attach a copy)

Do you own your own home

Yes

Mortgage against home \$

Overdraft:

No

Landlord/Agent:

Contact

Mobile

Monthly rent \$

Car repayments

Cash at hand

Shares

Rental income

Applicant/Director 2

Full name

Residential address

Phone

Mobile

Drivers license number (attach a copy)

Do you own your own home

Yes

Mortgage against home \$

Overdraft:

No

Landlord/Agent:

Contact

Mobile

Monthly rent \$

Car repayments

Cash at hand

Shares

Rental income

Applicant/Director 3

Full name

Residential address

Phone

Mobile

Drivers license number (attach a copy)

Do you own your own home

Yes

Mortgage against home \$

Overdraft:

No

Landlord/Agent:

Contact

Mobile

Monthly rent \$

Car repayments

Cash at hand

Shares

Rental income

E. PERSONAL REFERENCES

Complete section E if you are a start up business or have been in operation for less than 3 years.

Current occupation

Previous business experience

Professional/personal reference 1

Name

Phone

Nature of relationship

Professional/personal reference 2

Name

Phone

Nature of relationship

Professional/personal reference 3

Name

Phone

Nature of relationship

F. SUPPORTING DOCUMENTATION

Please attach copies of the following documents to this application

| | |
|--------------------------|---|
| <input type="checkbox"/> | Driver's License for each applicant |
| <input type="checkbox"/> | Registration of Business Name Certificate |
| <input type="checkbox"/> | Company Bank Statements |
| <input type="checkbox"/> | Personal Bank Statement/s - if required |
| <input type="checkbox"/> | Term Deposits |
| <input type="checkbox"/> | Asset and Liability Statement |
| <input type="checkbox"/> | Most recent Tax Return |
| <input type="checkbox"/> | Accountants Report |
| <input type="checkbox"/> | Share Holding Certificate |

G. DECLARATION

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent or the landlords representative. Should this application be accepted by the landlord I agree to enter into a Commercial Lease Agreement pursuant to the Retail Leases Act 2003.

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 authorise the Agent to obtain personal information from:

- The owner or the Agent of my current or previous premises;
- My professional and personal referees and employer/s;
- Any record, listing or database of default by tenants;

If I default under a rental agreement, the Agent may disclose details of any such default to a tenancy default database, and to agents/landlords of properties I may apply for in the future.

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

- communicate with the owner and select a tenant;
- prepare lease/tenancy documents;
- allow tradespeople or other persons authorised by Greg Hocking or the owner to contact me for the purposes of carrying out inspections, valuations, appraisals, repairs and/or maintenance on a property tenanted by me if my application is successful;
- lodge bond within the requirements of the retail leases act 2003;
- undertake and/or enforce legal process/decisions of a Tribunal/Court and/or Statutory Authority (where applicable);
- instruct collection agents/lawyers with respect to rental or other similar tenancy related matters (where applicable);
- complete a credit check with a tenancy database provider or other credit reporting agency;
- provide me with information from time to time that may be of interest to me including via email.

I am aware that if information is not provided or I do not consent to the uses to which personal information is put, the owner may not grant me a lease/tenancy of the premises.

I am aware that my personal information will be added to Greg Hocking's databases and that this involves disclosure to third parties who manage Greg Hocking's databases and email marketing.

I am aware that Greg Hocking uses MailChimp, a USA based organization, to administer its email marketing program and that my information can be accessed by MailChimp and that I can view their privacy policy at www.mailchimp.com/legal/privacy.

I am aware that I can opt-out of Greg Hocking's email marketing program at any time.

I am aware that Greg Hocking's Privacy Policy contains information about access to the Personal Information that Greg Hocking holds about me, how to seek correction of such information, how to complain about an alleged breach of the Australian Privacy Principles; how Greg Hocking will deal with such a complaint; and that the Privacy Policy can be viewed without charge at www.greghockingrealestate.com.au/privacy-policy.

Signature - applicant 1

Date

Signature - applicant 2

Date

Signature - applicant 3

Date