

The information you provide will assist us in managing your property as per the *DHA Lease Agreement*.  
 This form is to be completed following a formal offer to lease your property to DHA and is to be submitted prior to or at lease commencement.  
 This form is an editable PDF. If you are having difficulties completing this form, you may need to update your version of Adobe Reader.  
<https://get.adobe.com/reader/>

**Section 1 – Property details**

**Provide the property details**

|                             |       |          |
|-----------------------------|-------|----------|
| Address                     |       |          |
|                             |       |          |
|                             | State | Postcode |
| Construction date           |       |          |
| Energy rating               |       |          |
| Builder's name              |       |          |
| Builder's ABN               |       |          |
| Builder's address           |       |          |
|                             | State | Postcode |
| Builder's contact numbers   |       |          |
| Work phone                  |       |          |
| Mobile                      |       |          |
| Email                       |       |          |
|                             |       |          |
| Expiry of defect period     |       |          |
| Expiry of structural period |       |          |

## Section 2 – Appliances

Complete the warranty information for appliances at the property.

### Climate control – Cooling 1

|  |  |  |                                    |
|--|--|--|------------------------------------|
| Type   | Reverse cycle (heat/cool) <input type="checkbox"/> | Cooling only <input type="checkbox"/>        |                                    |
| Brand name   | <input type="text"/>                               |  |                                    |
| Model number - Indoor  | <input type="text"/>                               | Model number - Outdoor <input type="text"/>  |                                    |
| Serial number - Indoor   | <input type="text"/>                               | Serial number - Outdoor <input type="text"/> |                                    |
| Warranty period  | <input type="text"/>                               | Expiry <input type="text"/>                  |                                    |
| Warranty provider  | <input type="text"/>                               |  |                                    |
| Location   | Kitchen <input type="checkbox"/>                   | Family <input type="checkbox"/>              | Bedroom 3 <input type="checkbox"/> |
| <i>Note: Please indicate bedrooms as provided on the floor plan.</i> | Lounge <input type="checkbox"/>                    | Bedroom 1 <input type="checkbox"/>           | Bedroom 4 <input type="checkbox"/> |
|  | Dining <input type="checkbox"/>                    | Bedroom 2 <input type="checkbox"/>           | Bedroom 5 <input type="checkbox"/> |
|  | Other <input type="checkbox"/>                     | <input type="text"/>                         |                                    |

### Climate control – Cooling 2

|  |  |  |                                    |
|--|--|--|------------------------------------|
| Type   | Reverse cycle (heat/cool) <input type="checkbox"/> | Cooling only <input type="checkbox"/>        |                                    |
| Brand name   | <input type="text"/>                               |  |                                    |
| Model number - Indoor  | <input type="text"/>                               | Model number - Outdoor <input type="text"/>  |                                    |
| Serial number - Indoor   | <input type="text"/>                               | Serial number - Outdoor <input type="text"/> |                                    |
| Warranty period  | <input type="text"/>                               | Expiry <input type="text"/>                  |                                    |
| Warranty provider  | <input type="text"/>                               |  |                                    |
| Location   | Kitchen <input type="checkbox"/>                   | Family <input type="checkbox"/>              | Bedroom 3 <input type="checkbox"/> |
| <i>Note: Please indicate bedrooms as provided on the floor plan.</i> | Lounge <input type="checkbox"/>                    | Bedroom 1 <input type="checkbox"/>           | Bedroom 4 <input type="checkbox"/> |
|  | Dining <input type="checkbox"/>                    | Bedroom 2 <input type="checkbox"/>           | Bedroom 5 <input type="checkbox"/> |
|  | Other <input type="checkbox"/>                     | <input type="text"/>                         |                                    |

### Climate control – Cooling 3

|  |  |  |                                    |
|--|--|--|------------------------------------|
| Type   | Reverse cycle (heat/cool) <input type="checkbox"/> | Cooling only <input type="checkbox"/>        |                                    |
| Brand name   | <input type="text"/>                               |  |                                    |
| Model number - Indoor  | <input type="text"/>                               | Model number - Outdoor <input type="text"/>  |                                    |
| Serial number - Indoor   | <input type="text"/>                               | Serial number - Outdoor <input type="text"/> |                                    |
| Warranty period  | <input type="text"/>                               | Expiry <input type="text"/>                  |                                    |
| Warranty provider  | <input type="text"/>                               |  |                                    |
| Location   | Kitchen <input type="checkbox"/>                   | Family <input type="checkbox"/>              | Bedroom 3 <input type="checkbox"/> |
| <i>Note: Please indicate bedrooms as provided on the floor plan.</i> | Lounge <input type="checkbox"/>                    | Bedroom 1 <input type="checkbox"/>           | Bedroom 4 <input type="checkbox"/> |
|  | Dining <input type="checkbox"/>                    | Bedroom 2 <input type="checkbox"/>           | Bedroom 5 <input type="checkbox"/> |
|  | Other <input type="checkbox"/>                     | <input type="text"/>                         |                                    |

Does the property have more air conditioner or split system units?

No  Yes  **All** air conditioner or split system units within the property should be noted. Please list any additional air conditioner or split system details on page 6.

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**Climate control – Cooling (Ducted)**

Type                    Reverse cycle (heat/cool)                     Evaporative

Brand name                   

Model number                                        Serial number

Warranty period                                        Expiry

Warranty provider                   

Location  
*Note: Please indicate bedrooms as provided on the floor plan.*

Kitchen                     Family                     Bedroom 3                     Whole house

Lounge                     Bedroom 1                     Bedroom 4

Dining                     Bedroom 2                     Bedroom 5

Other

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**Climate control – Gas heating**

Type                    Ducted                     Console

Brand name                   

Capacity                                        Model no.                     Serial no.

Warranty period                                        Expiry

Warranty provider                   

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**Oven**

Type                    Gas                     Electric

Brand name                   

Model no.                                        Serial no.

Warranty period                                        Expiry

Warranty provider                   

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**Cook top**

Type                    Gas                     Electric

Brand name                   

Model no.                                        Serial no.

Warranty period                                        Expiry

Warranty provider                   

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**Rangehood**

Brand name                   

Model no.                                        Serial no.

Warranty period                                        Expiry

Warranty provider

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**Hot water system 1**

Type

Gas Electric Solar 

Brand name

Capacity

Model no.

Serial no.

Warranty period

Expiry

Warranty provider

**Hot water system 2**

Type

Gas Electric Solar 

Brand name

Capacity

Model no.

Serial no.

Warranty period

Expiry

Warranty provider

**Additional warranty information**

Complete the information for any additional warranties

|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |

|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |

|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |


|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |

|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |

|                 |                      |            |                      |
|-----------------|----------------------|------------|----------------------|
| Type            | <input type="text"/> |            |                      |
| Brand name      | <input type="text"/> |            |                      |
| Model no.       | <input type="text"/> | Serial no. | <input type="text"/> |
| Warranty period | <input type="text"/> | Expiry     | <input type="text"/> |

***If you require additional space please use page 6.***

The information provided is true and accurate to the best of my knowledge.

|              |   |                      |
|--------------|---|----------------------|
| Printed name | <input type="text"/>  |                      |
| Signature    | <input type="text"/>  | Date                 |
|              |  | <input type="text"/> |

***Thank you for completing this form.  
Please submit this form to your DHA Leasing Contract Manager.***

**Additional appliances (if required)**

**Climate control – Cooling 4**

Type Reverse cycle (heat/cool)  Cooling only

Brand name

Model number - Indoor  Model number - Outdoor

Serial number - Indoor  Serial number - Outdoor

Warranty period  Expiry

Warranty provider

Location Kitchen  Family  Bedroom 3   
*Note: Please indicate bedrooms as provided on the floor plan.* Lounge  Bedroom 1  Bedroom 4   
Dining  Bedroom 2  Bedroom 5   
Other

**Climate control – Cooling 5**

Type Reverse cycle (heat/cool)  Cooling only

Brand name

Model number - Indoor  Model number - Outdoor

Serial number - Indoor  Serial number - Outdoor

Warranty period  Expiry

Warranty provider

Location Kitchen  Family  Bedroom 3   
*Note: Please indicate bedrooms as provided on the floor plan.* Lounge  Bedroom 1  Bedroom 4   
Dining  Bedroom 2  Bedroom 5   
Other

**Climate control – Cooling 6**

Type Reverse cycle (heat/cool)  Cooling only

Brand name

Model number - Indoor  Model number - Outdoor

Serial number - Indoor  Serial number - Outdoor

Warranty period  Expiry

Warranty provider

Location Kitchen  Family  Bedroom 3   
*Note: Please indicate bedrooms as provided on the floor plan.* Lounge  Bedroom 1  Bedroom 4   
Dining  Bedroom 2  Bedroom 5   
Other