

## RENTAL TENANCY APPLICATION FORM

**PROPERTY DETAILS - Property you would like to rent if this application is accepted?**

Proposed Property: \_\_\_\_\_ Post Code: \_\_\_\_\_

Rent Per Week: \$ \_\_\_\_\_ Bond Amount: \$ \_\_\_\_\_

Length of Tenancy: \_\_\_\_\_ Years \_\_\_\_\_ Months Tenancy to Commence: \_\_\_\_/\_\_\_\_/\_\_\_\_

How many tenants will occupy the property? Adults: \_\_\_\_\_ Children: \_\_\_\_\_ Ages \_\_\_\_\_

Pets: Yes/No (circle) Types: \_\_\_\_\_ Reg? Y/N Breed/s: \_\_\_\_\_ Ages: \_\_\_\_\_

**How did you find out about this property?**

Board  The Internet  Relocation Company  Referral  Rental List  Other (specify) \_\_\_\_\_

**FIRST APPLICANT**

Salutation \_\_\_\_ (Mr, Mrs, Ms) First Name: \_\_\_\_\_

Family/Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Drivers Lic#: \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ License State: \_\_\_\_\_

Vehicle Registration: \_\_\_\_\_ State: \_\_\_\_\_

Passport No: \_\_\_\_\_ Passport Country: \_\_\_\_\_

Pension NO: (if applicable) \_\_\_\_\_ Type: \_\_\_\_\_

Current Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Mob Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**SECOND APPLICANT AND/OR PARTNER**

Salutation \_\_\_\_ (Mr, Mrs, Ms) First Name: \_\_\_\_\_

Family/Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Drivers Lic#: \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ License State: \_\_\_\_\_

Vehicle Registration: \_\_\_\_\_ State: \_\_\_\_\_

Passport No: \_\_\_\_\_ Passport Country: \_\_\_\_\_

Pension NO: (if applicable) \_\_\_\_\_ Type: \_\_\_\_\_

Current Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Mob Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Current Rental History - Applicant 1**

Length of Current Tenancy?: One Year/Six Months (circle)

Reason for Leaving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Property Manager: \_\_\_\_\_ Ph: \_\_\_\_\_

Bond Refunded: \_\_\_\_\_ Y/N: if not why? \_\_\_\_\_

**Current Rental History - Applicant 2**

Length of Current Tenancy?: One Year/Six Months (circle)

Reason for Leaving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Property Manager: \_\_\_\_\_ Ph: \_\_\_\_\_

Bond Refunded: \_\_\_\_\_ Y/N: if not why? \_\_\_\_\_

**Previous Rental History - Applicant 1**

Previous Residential Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Length of Previous Tenancy?: One Year/Six Months (circle)

Reason for Leaving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Property Manager: \_\_\_\_\_ Ph: \_\_\_\_\_

Bond Refunded: \_\_\_\_\_ Y/N: if not why? \_\_\_\_\_

**Previous Rental History - Applicant 2**

Previous Residential Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Length of Previous Tenancy?: One Year/Six Months (circle)

Reason for Leaving: \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Landlord/Agent: \_\_\_\_\_

Property Manager: \_\_\_\_\_ Ph: \_\_\_\_\_

Bond Refunded: \_\_\_\_\_ Y/N: if not why? \_\_\_\_\_

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

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



- Electricity  Gas  Water  Phone  Internet  
 Pay TV  Insurance  Removalist  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.

**THE ALWAYS ON GUARANTEE**

We guarantee that when you connect with one of your 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 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 the 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 \_\_\_\_\_

**Employment History - Applicant 1**

Current Occupation: \_\_\_\_\_

Nature of your Employment: **FULL TIME / PART TIME / CASUAL** (circle)

Current Employer's Name: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employment: \_\_\_\_\_ Yrs \_\_\_\_\_ Mnths Income: \$ \_\_\_\_\_ Net weekly

**Employment History - Applicant 2**

Current Occupation: \_\_\_\_\_

Nature of your Employment: **FULL TIME / PART TIME / CASUAL** (circle)

Current Employer's Name: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employment: \_\_\_\_\_ Yrs \_\_\_\_\_ Mnths Income: \$ \_\_\_\_\_ Net weekly

**Previous Employment History - Applicant 1**

Previous Employer: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

Previous Employer's Ph: \_\_\_\_\_ Time Employed: \_\_\_\_\_

**Previous Employment History - Applicant 2**

Previous Employer: \_\_\_\_\_

Occupation: \_\_\_\_\_

Address: \_\_\_\_\_

Previous Employer's Ph: \_\_\_\_\_ Time Employed: \_\_\_\_\_

**If you are a Student - Applicant 1**

Institution: \_\_\_\_\_ Dept: \_\_\_\_\_

Union No: \_\_\_\_\_ Student ID: \_\_\_\_\_

Income Source: \_\_\_\_\_ Income: \$ \_\_\_\_\_ Net PW

**If you are a Student - Applicant 2**

Institution: \_\_\_\_\_ Dept: \_\_\_\_\_

Union No: \_\_\_\_\_ Student ID: \_\_\_\_\_

Income Source: \_\_\_\_\_ Income: \$ \_\_\_\_\_ Net PW

**If you Receive a Centrelink Payment**

Type: \_\_\_\_\_ Cust No: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Per Fortnight

**If you Receive a Centrelink Payment**

Type: \_\_\_\_\_ Cust No: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Per Fortnight

**If Self Employed**

Accountant Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Company Name: \_\_\_\_\_ ABN: \_\_\_\_\_

**If Self Employed**

Accountant Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Company Name: \_\_\_\_\_ ABN: \_\_\_\_\_

**Emergency Contact - Applicant 1**

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

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mob Phone: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Emergency Contact - Applicant 2**

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

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mob Phone: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**References - Applicant 1****1) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

**2) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

**References - Applicant 2****1) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

**2) Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

**DECLARATION & AUTHORITY (All applicants must acknowledge and sign)**

I hereby offer to rent the property from the owner under a lease to be prepared by the Agent. Should this application be accepted by the landlord I agree to enter into a Residential Tenancy Agreement.

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 front page) 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:

- (a) The owner or the Agent of my current or previous residence;
- (b) My personal referees and employer/s;
- (c) Any record listing or database of defaults by tenants such as NTD, TICA or TRA for the purpose of checking your tenancy history;
- (d) My Accountant or Payroll Officer

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

- (a) Communicate with the owner and select a tenant.
- (b) Prepare lease/Tenancy documents.
- (c) Allow tradespeople or equivalent organisations to contact me.
- (d) lodge/claim/transfer to/from a Bond Authority.
- (e) Refer to Tribunals/Courts & Statutory Authorities where applicable.
- (f) Refer to collection agents/lawyers where applicable.
- (g) complete a credit check with NTD (National Tenancies Database). If you wish to view your records or the information is not accurate, you can contact NTD on 1300 563 826 or www.ntb.nef.au to amend or dispute the record.
- (h) transfer water account details into my name.

If I default under a rental agreement, I agree that the Agent may disclose details of any such default to the tenancy default database, and to the agents/landlord of properties I may apply for in the future. I am aware that if the information is not provided or I do not consent to the uses to which personal information is put, the Agent cannot provide me with the lease/tenancy of the premises. I am aware that I may access personal information on the contact details above.

Applicant Signature \_\_\_\_\_ Dated: / /

Applicant 2/Partner \_\_\_\_\_ Dated: / /