

Residential Tenancy Application Form

All Sections of this form must be completed & signed for your application to be processed

PROPERTY DETAILS

Proposed Property _____ Post Code: _____

Rent Per Week: \$ _____ Rent PCM: \$ _____ Bond Amount \$ _____ Have you inspected the property? YES/NO (circle) _____

Length of Tenancy: _____ Years _____ Months _____ Tenancy to Commence: _____

How many tenants will occupy the property? _____ Adults _____ Children _____ Ages _____

Pet types: _____ Breed/s: _____ Reg. No: _____ Outdoor Only YES/NO (circle) _____

Pet types: _____ Breed/s: _____ Reg. No: _____ Outdoor Only YES/NO (circle) _____

Vehicle 1 Rego: _____ Model/Year/Colour _____ Vehicle 2 Rego: _____ Model/Year/Colour _____

Applicant One: Personal Details

Title: _____ First Name: _____ Initial: _____

Surname: _____ Smoker: Yes/No _____

Name at Birth: _____ Place of Birth: _____

Date of Birth: _____ Age (Years/Months) _____

Drivers License Number: _____ State: _____

Passport No.: _____ Medicare No.: _____ Ref: _____

Pension type: _____ Number: _____

Mobile: _____ Phone: _____

Email: _____

Marital Status: Single Married De Facto Sep/Div Friends Relatives _____

Applicant Two: Personal Details

Title: _____ First Name: _____ Initial: _____

Surname: _____ Smoker: Yes/No _____

Name at Birth: _____ Place of Birth: _____

Date of Birth: _____ Age (Years/Months) _____

Drivers License Number: _____ State: _____

Passport No.: _____ Medicare No.: _____ Ref: _____

Pension type: _____ Number: _____

Mobile: _____ Phone: _____

Email: _____

Marital Status: Single Married De Facto Sep/Div Friends Relatives _____

Declaration & Authority

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 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 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). You may request copies of your records from NTD on 1300 563 826 or www.ntd.net.au to amend or dispute the record.
- (h) transfer water account details into my name

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;

If I default under a rental agreement, I agree that 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 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.

PLEASE TAKE NOTE OF THE FOLLOWING:

- This application is accepted subject to the owners approval and no action shall be taken by the applicant against the landlord and the agent should any circumstances arise whereby the property is now available for occupation on the due date.
- Processing of applications usually take approximately 48 hours.
- **If the applicant changes their minds in taking the property and their application had been accepted & 1 months rent or bond has been paid this is not refundable.**
- If this application is approved, a BOND deposit equal to the first months rent is due & payable to the office within 24 hours of being accepted.
- Initial Rental payments must be made by cash, bank cheque or money order within 24 hours after approval of application. No personal cheques accepted.
- Keys will not be handed over until the lease agreement has been signed by all applications.
- I hereby offer to rent the property from the owner under a lease to be prepared by the Agent/Landlord Lawyer. Should this application be accepted by the landlord I agree to enter into a Residential Tenancies Agreement pursuant to the Residential Tenancies Act 1997.
- I acknowledge that this application is subject to the approval of the owner/landlord. I declare that all information contained in this application (all pages) are true and correct and given of my own free will. I accept that the Real Estate Agent may conduct independent reference and credit checks on this application. I declare that I have inspected the premise.

Applicant Signature #1 _____ Date / / _____ Applicant Signature #2 _____ Date / / _____

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:



MAKES MOVING EASY

- 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 GUARANTEE

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:

1. Acknowledge and accept Direct Connect's Terms and Conditions (which are included with this application).
2. 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
3. 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.
4. Authorise Direct Connect to obtain the National Metering Identifier and / or the Meter Installation Reference Number for the premises you are moving to.
5. 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.
6. 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 _____

Rental History - Applicant 1

Current Address: _____
 Suburb _____ Post Code _____
 How long at current address? _____ Years _____ Month _____
 Reason for leaving: _____ Rent per week: \$ _____
 Landlord/Agent Name: _____ Agent Ph: _____

Previous Address: _____
 Suburb _____ Post Code _____
 Length at previous address? _____ Years _____ Month _____
 Reason for leaving: _____ Rent per week: \$ _____
 Landlord/Agent Name: _____ Agent Ph: _____
 Bond Refunded Yes/No _____ If not why? _____

Employee Details - Applicant 1

Occupation _____ Employers Name _____
 Employment Address _____
 Suburb _____ Postcode _____
 Employers Phone No. _____ Contact Name _____
 Length at current employment _____ Years _____ Months _____
 Net Income \$ _____ Per Week \$ _____ Per Month \$ _____
 Are you self employed? Yes/No _____ ABN: _____
 Accountant Name: _____ Phone: _____

Social Security Benefits OR Centrelink Payment

Type _____ CRN: _____
 \$ _____ Per Week \$ _____ Per Month _____

Reference - Applicant 1 - (NOT co-applicant)

1- Reference Name _____
 Address: _____
 Home Phone _____ Mobile No _____

2- Reference Name _____
 Address: _____
 Home Phone _____ Mobile No _____

Emergency Contact Details - Not same as co-applicant

Name _____ Phone No _____
 Address _____
 Suburb _____ Postcode _____
 Email Address: _____

Rental History - Applicant 2

Current Address: _____
 Suburb _____ Post Code _____
 How long at current address? _____ Years _____ Month _____
 Reason for leaving: _____ Rent per week: \$ _____
 Landlord/Agent Name: _____ Agent Ph: _____

Previous Address: _____
 Suburb _____ Post Code _____
 Length at previous address? _____ Years _____ Month _____
 Reason for leaving: _____ Rent per week: \$ _____
 Landlord/Agent Name: _____ Agent Ph: _____
 Bond Refunded Yes/No _____ If not why? _____

Employee Details - Applicant 2

Occupation _____ Employers Name _____
 Employment Address _____
 Suburb _____ Postcode _____
 Employers Phone No. _____ Contact Name _____
 Length at current employment _____ Years _____ Months _____
 Net Income \$ _____ Per Week \$ _____ Per Month \$ _____
 Are you self employed? Yes/No _____ ABN: _____
 Accountant Name: _____ Phone: _____

Social Security Benefits OR Centrelink Payment

Type _____ CRN: _____
 \$ _____ Per Week \$ _____ Per Month _____

Reference - Applicant 2 - (NOT co-applicant)

1- Reference Name _____
 Address: _____
 Home Phone _____ Mobile No _____

2- Reference Name _____
 Address: _____
 Home Phone _____ Mobile No _____

Emergency Contact Details - Not same as co-applicant

Name _____ Phone No _____
 Address _____
 Suburb _____ Postcode _____
 Email Address: _____

Please ensure you provide Min. 100 points Identification - at least ONE item from each section is required - Photo copy ALL & bring copies

Section ON

____ (40) Drivers License
 ____ (40) Passport (complete the following)
 Name at Birth: _____
 Place of Birth: _____
 Passport Country: _____

Section T O

Latest 3
 _____ Current Pay Slips OR
 _____ Current Bank Statement OR
 _____ Centre Link Income Statement

Section Th ee

____ (30) Previous tenancy reference
 ____ (20) Previous two rent receipts
 ____ (20) Home owner MUST SUPPLY a recent rates notice
 ____ (10) Motor vehicle registration
 ____ (10) Telephone account
 ____ (10) Electricity account
 ____ (10) Gas account
 ____ (10) Pet rego papers
 ____ (10) Birth certificate
 ____ (10) Medicare card _____ **TOTAL POINTS**